MATERIAL REVIEWED AT CIA HEADQUARTERS BY HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

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NO DOCUMENTS MAY BE COPIED OR REMOVED FROM THIS FILE

STANDARD FORM 56 PROJECT SYMMET 1959 USSCHAL SPRACE COMMISSION CHAPTER 1-5-F PM 66-103		ION OF SURANCE STATUS oup Life Insurance Act of 1954
1. FULL NAME OF EMPLOYEE (Last)	(First) (Middle)	2. DATE OF BIRTH (MONTH, DAY, YEAR)
		October 22, 1900
3. CHECK THE REASON FOR TERMINATING IN	SURANCE	
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L' CHECK APPROPRIATE BOX CONCERNING S.	F. 34, DESIGNATION OF BENEFICIARY	
NOTE: IF EMPLOYEE (A) DIED OR (B) IS RETIR FREE LIFE INSUPANCE, ATTACH CURRI SS, IF NO CURRENT S F. 54 IS ON F	INT S. F. 54, IF ANY, TO ORIGINAL S. F. 56 ILE, CHECK BOX 4 (II). IN ALL OTHER CASE	A CURRENT IS F 54" IS ON FILE IN THE EMPLOYE'S OFFICIAL PERSONNEL FOLDER FOR EQUIVALINITY OMPENSATION UNDER CONDITIONS ENTITLING HIM TO RETAIN AND CHECK BOX 4 (A) ON ORIGINAL AND ALL COPIES OF S F. SHOW WHITHER OR NOT CURRENT S. F. 34 "IS ON FILE IN
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B. DeFelice	I.	nsurance Officer - Alternate
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SEE OTHER SIDE FOR

INSTRUCTIONS TO EMPLOYING AGENCY

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Form 1150

Use Previous Edition (4-51)

Executive Registry

9-2-9CT 1962

New Urloans 13, Legislana

As you bring to a close eighteen years of service to your country. I want to join your friends and co-workers in wishing you well and hoping that you find the years shead filled with enjoyment and satisfaction.

It takes the conscious offerts of many people to do the important work of this Agracy. You leave with the knowledge that you have personally contributed much to our success in carrying out our mission. Your faithful and loyal support has measured up to the high ideals and traditions of the Federal service.

May I express to you my appreciation and extend warmost wishes in the years about.

Siacaraly.

(Signed) JOHN A. McCONE

John A. McCone Director

Distribution:		/s/ Harry W. Little, Jr.
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EMPLOYEE NOTICE OF RESIGNATION
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FOR THE FOLLOWING REASON: (Date) (Date) (Date) (Date) (Date)
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MY LAST WORKING DAY BILL DE . DATE SIGNED . SIGNATURE OF EMPLOYEE
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COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (AMPROF. Street. Caty. Zone, State
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INSTRUCTIONS
Items 1 thru 7 and 1 thru 7 and 9 thru 18 require information which pertains only to the action requested, and NOT to the current status of the employee unless specific items remain unchanged.
Item 5 - "Category of Employment" should show one of the following entries:
Regular Summer WAE Part Time Detail Out Consultant Temporary Detail In Military Temporary - Fart Time
Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:
Major Component (Director, Deputy Director, etc.) Office, Major Staff, etc. Division or Staff (subordinate to first line) Branch Section Unit
Ttem 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.
Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.
ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in NB 20-80-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.

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REVIEWING OFFICIAL:

GEORGE G. CAREY
Assistant Director for Operations

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0 2 MAY 1962

MEMORANDUM FOR: Assi	etant Director for Operations
SUBJECT:	Memorandum of Performance
He is extremely conser act without the most of While this approach mi be an asset in New Orl and efficiently devote	Chief, New Orleans Field Office continues in a thoroughly competent and efficient manner. That ive by nature and finds it difficult to eareful consideration of all factors involved. In spite of this tendency he willingly as all his time and energy to the solution of a cy. He represents the Agency well and maintains his community.
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	Milshwaft
·	E. M. ASHCRAFT Chief, Contact Division
REVIEWING OFFICIAL:	
JEORGE G. CAREY	2 ary
Assistant Director for	Operations
:	Reference to the second

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21 June 61

Memo for File -

Subject: Longevity Step Increase

In reviewing this file under the Security reinvestigation program, it was noted that the 3rd ISI (as GS-15) was proposed to be made effective on 18 Sept 60, but that the effective date had been changed by Payroll to show 16 Oct 60. Reason for the change is presumed to be due to IMOP. Form 560 shows 225 hours of IMOP during the waiting period. If those figures are correct, then there was no "excess" IMOP, since the law provides that a maximum of 240 hours of IMOP is creditable toward completion of the waiting period in the case of ISI's.

I called this case to the attention of ______ C/Payroll, who will review DMOF records and, if required, issue a memorandum to correct the effective date of the last LSI.

Gene C. Stevens

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30 JUN 196

	Memorandum	of Per	rformance
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MENORANDUM POI	R: Assistant	Director for Operations
SUBJECT:		Memorandum of Performance
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the community.		Midehiralt

REVIEWING OFFICIAL:

E. M. ASHCRAFT Chief, Contact Division

George G. Carey
Assistant Director for Operations

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REPLACES FORM 5600. AND 5605.

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IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
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O'C		101775	25 31	GS-15 9	\$14,450	\$15,550

/5/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

MEMORANDUM FOR	: Assistant Director for Operations
SUBJECT:	Memorandum of Performance
1.	Chief of the New Orleans Field Office,
continues to me	anage his office most efficiently and to demonstrate
thorough knowle	edge of his area. His inherent conservatism and some-
what legalistic	e approach tend to make it difficult for him to accept
change and meth	nods peculiar to clandestine support without most care-
ful considerati	on of all the factors involved.
2.	represents the Agency well in his area. His con-
servatism is to	a degree an asset in New Orleans; it could conceivably
be a handicap e	lsewhere.
	Midelinaft

REVIEWING OFFICIAL:

George G. Carey
Assistant Director for Operations

E. M. ASHCRAFT Chief, Contact Division

CONFIDENTIAL

DATE _	24 Feb	_1960
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1. The cryptographic clearance held by Subject has been revoked under the provisions of CIA Regulation 90-500. Revocation is effective_

9 Feb 60

SUBJECT:

Chief, CO/CD

Director of Security Director of Personnel

Chief, Communications Security Staff

Revocation of Cryptographic Clearance -

2. Subject is not authorized to have continued custody of, access to, or otherwise gain further knowledge of staff cryptographic material or information. Subject has been informed of this revocation, has been debriefed concerning cryptographic and related communications security matters, and has signed a Debriefing Statement acknowledging continuing responsibility for the protection of all cryptographic information obtained during the tenure of his cryptographic clearance.

FOR THE CHIEF, COMMUNICATIONS:

Chief, Protective Branch

Distribution:

1 - Security Office (Debriefing Statement Attached)

1 - Personnel Office (Wing 1-H Curie Hall)

1 - OC-S/PROT File

CONFIDENTIAL

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31 May 1959 Sept 58 - M	r 59				t		•
SECTION B EVALUATION O	F PERFORM	MANCE OF SP	ECIFIC	DUTIES	71	4 .	,
List up to six of the most important specific duties pr monnee in which employee performs EACH specific du	retarmed durin	ig the rating per	iod. Inte	it rating nu	mber which	h best des	cribes the
monage in which employed performs EACH specific du with supervisory responsibilities MUST be rated on the	ity. Consider oir ability to	SUPERVISE (male	eness'in'; edemmess	performance r of employe	of that du se supervisi	ty. Aller i≼0.	aployees
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SPECIFIC DUTY NO. 2	RATING	SPECIFIC DUTY	NO. 8				RATING
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intelligence potential.	6	Lisison v.					4
and transfer of the contract o	* - ;	agencies and officials in his area.					
SPECIFIC OUTY NO. 3	RATING	SPECIFIC DUTY	NO. 6				RATING
Planning and carrying out effective		Support of	edto f	elemen	ts of C	Tå in	1
intelligence collection.	6	his area.					3
SECTION C EVALUATION OF OVER	DALL DEDE	2 2 2	CHOPE	IT POSIT	ION		
Take into account everything about the amployee which duties, productivity, conduction job, cooperativeness,	h influences l	us effectivenes	a'in his e	urrent pasit	tion - perfe	rmonce of	specific
your examinedge of employer's overall performance dur	ing the rating	period, place t	he rating	number in t	he box con	espanding	to the
statement which most accurately reflects his level of p	erformance.						
1 - Performance in many important respect	ta fails to me	et consisements	, -			RATI	ña
2 - Performance meets most requirements	bui la deficie	ent in one ot mo	a importa	nt respects		" NO	•
3 - Performance clearly meets basic requi						5	
5 - Performance in every important respect 6 - Performance in every respect is outsto	t is superior,		•			L	
,			P- 6-				
SECTION D DESCRII		THE EMPLOY		confest to	the employ		
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CAN MARE DECISIONS ON HIS OWN WHEN NEED ARISES							x
DOES HIS JOB WITHOUT STRONG SUPPORT		·		-		-	X
FACILITÀTES SMOOTH OPERATION OF HIS OFFICE				<u> </u>			X
WRITES EFFECTIVELY				-			X
SECURITY CONSCIOUS			+				 x
THINKS CLEARLY DISCIPLAT IN ORIGINATING, MAINTAINING AND DISPOSI	NG OF BECOM	· ·	-	+		+	X
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	TION "F" O	N REVERSE SE)E		·		
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SECTION E	NARRATIVE DESCRIPTION OF MANNE	R OF JOB PERFORMANCE
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Oiklast magaanaa	complete integrity and thorough	Ace 29 12.12.01.59
Able to access the	notential of courses and to o	tain their full cooperation. He
is inclined toward	a legalistic approach which me	ikas him communat laga than
recentive to new i	deas and methods particularly	hen understanding support of the
clandestine servic	es is required. His conservat	sm is, to an extent, an asset in
his area: it could	be undesirable in some other o	ssigments.
I show that the little safe	ાં આ પ્રાથમિક છે. જે જે જ્યાર કર્યો	e na karasa salah dan marajang pilipinakan galah da
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SECTION F	CERTIFICATION AND CO	MMENTS
1.	BY EMPLOYEE	n Of the State of the State Of the Office of the State of
and the state of t	certify that I have seen Sections A, B, C	, D and E of this Report.
DATE	SIGNATURE OF EMPLOYEE	7. 3
2.	BY SUPERVISOR	The same and the s
MONTHS EMPLOYED HAS BEEN	IF THIS REPORT HAS NOT BEEN SHOWN T	O'EMPLOYEE, GIVE EXPLANATION
100	Subject is located in N	or Onland
100	Dunieco Te Tocacca Il	ga orrespa.
	- IF REPORT IS NOT BEING MADE AT THIS T	IME, GIVE REASON,
EMPLOYEE UNDER MY SUF	PERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
23 april 39	Chief, CD/OO	E. M. Ashcraft // 4 0 D.L.
		! Mashira!
3.	BY REVIEWING OFFICE	AL /
	S EMPLOYEE ABOUT THE SAME EVALUATION.	,
I WOULD HAVE GIVEN THE	S EMPLOYEE A HIGHER EVALUATION. S EMPLOYEE A LOWER EVALUATION.	*
I GANNOT HOSE THESE S		
COMMENTS OF REVIEWING OFFI	VALUATIONS. I AM NOT SUFFICIENTLY FAMIL	TAN BITH THE EMPLOYEE'S PENFORMANCE.
COMMENTS OF REVIEWING OFFI	CIAL	
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-		***
:		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	
. 28 APR 1959 .	AD/O	George G. Carey
		Gorge G. Carey
- A A	SECRET	

SECRET WHEN FILLED, IN ENP SERIAL NO. ASSIGNED ORGAN. 5. ALLOTHENT 101775 DDI/CONT 7 V-40 OLD SALARY RATE NEW SALARY RATE EAST EFFECTIVE DATE EFFECTIVE DATE GRADE SALARY GRADE SYEP STEP SALARY DA. 14,210 15 13,970 09 16 51 GS 15 X & Y EMPLOYEE HAS SERVED AN AGGREGATE OF 10 YEARS IN PRESENT, EQUIVALENT, OR HIGHER GRADE AND AT THE TOP OF PRESENT GRADE SINCE 16 Sep 51. THIS IS THE FIRST AND SECOND LONGEVITY STEP INCREASES. CERTIFICATION I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY. TYPED, OR PRINTED. NAME OF SUPERVISOR DATE SIGNATURE OF SUPERVISOR 30 24 Feb. 159 E. M. ASHCRAFT PERIODIC STEP INCREASE - CERTIFICATION

TONE NO. 560

SECRET

PERSONNEL FOLDER

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10	1775	'							DDI	/cc	NT	•	V-Lo		
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	11104.70
FITNESS REPORT (P	art I) PERFORMANCE
INSTA	UCTIONS
FOR THE APPLINISTRATIVE OFFICER Consult current instruct	ions for completing this report.
FOR THE SUPERVISOR. This report is designed to help you a	timenest of the stantilizadus sucy of noil takitave sucy services. Or said said said said said said said said
"Boute there he stands with you. Completion of the sense	t can belo you prepare for a discussion with him of hill
Latermetha and machine and It is also negation to malley	that my show Part Inf this report to the employee except
lany question. If this, is the initial report on the ego	ecomended that you read the entire form before completing loyee, it must be completed and forwarded to the Office of
Personnel on later than 30 days after the date initicated	in item 8. of Section "A" below.
the second secon	ERAL
I HAVE (VIDAL)	2. CATE OF BIRTH 31. SEN 4. SERVICE DESIGNATION
	10/22/00 M OC
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE
00/Contact New Orleans	Intelligence Officer (Contact) (CH)
	OVERED BY THIS REPORT (Inclusive dates)
GS-15 O.September 1958	0/0/57 - 9/9/58
(Charleson)	species (Species)
	o t v t · c · s P · v · c · s
SECTION 8. CERTIF	
1. FOR THE RATER: THIS REPORT HAS A HAS NOT BEEN	
Subject not avaitable in assituation at	
A. CHECK (X) APPROPRIATE STATEMENTS:	entricon de la company de la c
THIS REPORT REPLECTS MY OWN OPINIONS OF THIS ENGINEER VIOUAL.	IF ENDINEDUAL IS BATED "E" IN CLOSE O. A BARNING LETTER WAS SENT TO MIN & A COPY ATTACHED TO THEA REPORT.
INIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSTLF ARD PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE BATED THOUSIDUAL ANDRE HOR I EVALUATE HIS JOB PERSONNANCE BECAUSE (Specify).
S HAVE DISCUSSED BETH THIS EMPLOYEE HIS STRENGTHS AND TERRUESICS SO THAT HE RINGUS WHERE HE STANDS.	
12 mas > 8 /7/4 A /	TORE OF SUPERVISOR D. SUPERVISOR'S OFFICIAL TITLE
	ASRCRAFT Chief, CD/OO CREATER IN-
FORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF	
	and the same of th
	DATA .
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I certify that any substantial difference of opinion with t	
The state of the s	RE OF REVIEWING C. OFFICIAL TITLE OF REVIEWING OFFICIAL
18/24/30 Tueste LittleBorgs	
SECTION C. JOB PERFORMANC	E EVALUATION
1. RATING ON GENERAL PERFORMANCE OF CUTIES	
DIFFICTIONS: Consider ONLY the productivity and effective his duties during the rating period. Compare him.CNLY with sibility. Factors other than productivity will be taken in	others doing similar work at a similar level of respon-
1 - DOES NOT PERFORM DUTIES ADEX ATELY: HE IS IN	
2 - BARELY ADEQUATE IN PERFORMANCE! ALTHOUGH HE	HAS WAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO
CARRY OUT RESPONSIBILITIES. 3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY: OCCA	SICHALLY REVEALS SOME AREA OF GEARNESS.
A - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE WAY	NEA.
RATING A BEREOPHE HIS DUFFER IN SUCH AN DUTSTANDING M	RESPONS: BILLITIES EXCEPTIONALLY BELL. ANNER THAT HE, IS EQUALLED BY FEB OTHER PERSONS ANOBY TO
NUMBER THE SUPERVISOR.	
CXMENTS:	And the second s
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DRY NO. HE ' Part 1) REPLACES PREVIOUS LOTTIONS CECED	led to let does
NOV 55 (Part 1) OF FORMS 45 AND 454 BHICH SECR.	real .
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Z. SATINGS ON PERSURWANCE OF SPECIFIC DUTIES			
lifer the most important first. Do not incl	luie minc idering (Will effectiveness in performance of this specific	
who supervise a secretary entry, d. Compare in your mind, shen possible, the smiler level of sepronsibility, e. Two individuals with the same job; title	individ	unt being sarbif An of San Hoffing the same disertaining different duties. It so, rate them on d	ifferent
GIVING LECTURES CONLUCTING SENIVARS REITING VECKNICL REPORTS CONDUCTING EXTERNAL LIMISON TYPING TAKING DICTATION SUPERVISING	DEVPLOR ANALYZE WAYAGES OPERATE COORDIN WEITES PETERATE INTERATE TOTAL PETERATE TOTAL PETERATE TOTAL PETERATE	S BADIO ARTS SITH OTHER OFFICES REGULATIONS S CORRESPONDENCE T if supervisor considers it advisable, e.g., combi	VING OF DATA
I PINCOMPETENT IN THE PERFORMANCE 2 BARELY ADEQUATE IN THE PERFORM DUTY RATING 3 PERFORMS THIS DUTY ACCEPTAGLY NUMBER 4 PERFORMS THIS DUTY IN A COMPETE 5 PERFORMS THIS DUTY IN SIGN A THAT HE IS A DISTINCT ASSET ON	WANCE OF ENT. WANNE L FINE WA	THIS FOUND IN VERY FER INDIVIDUALS MOLDIN LAR JOBS 7 - EFCELS AMVONE I KNOW IN THE PERFORM ER THIS DUTY	
Management of domestic field office	HATING NUMBER	effective support of non-governmental sources and contacts in his area	PATING NUMBER
Analysis of assigned area for intelligence potential	PATING NUMBER	Liaison with Federal and local agencies and officials in his area	HATING NUMBÉR Ž
The planning and carrying out of effective intelligence collection	RATING NUMBER	Support of other elements of CIA in his area	RATING HUMBER
3. NAMMATIVE DESCRIPTION OF MANNER OF JOB PERFORMA		as ordered and the Color of the	
DIRECTIONS: Stress strengths and weaknesses, part		those which affect development on present job.	
is inclined toward a legalistic approx receptive to new ideas and methods, pe clandestine services is required. This	urces s ach whi articul is cons	and to obtain their full cooperation.	Be e
SECTION D. SUITABILITY FOR	CURREN	T JOS IN ORGANIZATION	
DIRECTIONS: Take into account here everything your tinent personal characteristics or hebits, specioese him with others doing similar work of about to the first the country of the countr	JAI defective same of SEPARATE MAVE ACCORDANCE ACCORDAN	TED TEPTED HIW IF I HAD KNOWN MHAT I KNOW NOW E BUT WITH AC WEARNESSES SUFFICIENTLY CUTSTANDING T OW IN THE ORGANIZATION HETHS TEQUINEWENTS OF THE ORGANIZATION	. Com-
S THIS INDIVIDUAL BETTER SUITED FOR HORE IN SOME O XPLAIN FULLY:	THER POS	ELTION IN THE GREANIZATION? TE TE TE 40. I	F YES.
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		FITNESS REPORT (Part II) POTENTIAL
	- Th	INSTRUCTIONS
POR THE	AMINISTRAI	TYE OFFICER: Consult current instructions for completing this report.
mentian retedien to be co hold and	f perionnel player. It mpleted on I complete	This report is a privileged communication to your supervisor, and to appropriate career manage officials concerning the potential of the employee being rated. It is NOT to be shown to the is recommended that you read the entire report before completing any distribute This report is y after the employee has been under your supervision POR AT LEAST, 90 DAYS. If less than 90 days, ter the employee has been under your supervision POR AT LEAST, 90 DAYS. If less than 90 days the the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be called to the CF no later then 30 days after the due date indicated in item 8 of Section Extended
SECTION		GENERAL
1. NAME	(Lai	10/22/00: M OC SERVICE DESIGNATION
		# Orleans Intelligence Officer (Contact) (CH)
7. GRADE		P. Peniod covers av This report (Inclusive deres) 9.9/57 9/8/58
	OF REPORT -	X annual season and are a season and a seaso
SECTION		CERTIFICATION
		CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED
A. THIS O	Cur. 58 ugust 19	8. TYPE OF PRINTED NAME AND SIGNATURE OF SUPERVISOR C. SUPERVISOR'S OFFICIAL TITLE
		OFFICIAL: HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OFINION IN ATTACHED MEMO.
18 AM	ATE	OFFICIAL TITLE OF REVIEWING OFFICIAL OFFICIAL
SECTION .		ESTANATE OF POTENTIAL
	,	NE GREATER RESPONSIBILITIES
DIFFCTION	S: Consider ilities. T	ing others of his grade and type of assignment, rate the employee's potential to assume greater hink in terms of the kind of responsibility encountered at the various levels in his kind of
2 RATING NUMBER	F - MAS R F - WANIN F - READY F - WILL F - ALREA F - AN EU	DY ABOVE THE LEVEL AT MISCH SATISFACTORY PERFORMANCE CAN BE EXPECTED EACHED THE HIGHEST LEVEL AT MISCH SATISFACTORY PERFORMANCE CAN BE EXPECTED G PROCRESS. BUT VEEDS WORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE OUTLES WITHOUT FURTHER TRAINING OVY ASSUMING WHAT RESPONSIBLITIES THAN EXPECTED AT HIS PRESENT LEVEL CEPTIONAL PERSON WHO IS ONE OF THE FER MID SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF MIGHER RESPONSIBILITIES.
2. SUPERV	ISORY POTEN	TIAL
answer is SUITAILE ' to expres:	YES, indica TRAINING, sing your o	this question: iles this person the ability to be a supervisor? \(\times \) Yes \(\times \) No If your te below your opinion or guess of the level of supervisory ability this person will reach AFTER indicate your opinion by placing the number of the descriptive rating below which comes cleases pinion in the appropriate column. If your rating is based on observing him supervise, note your column. If based on opinion of his potential, note the rating in the "potential" column.
DESCRIPT RATIN NUMBE	6 2 - 86	NVE NO OPINION ON HIS SUPERVISÓRY POTÉRTIAL IN THIS SÍTUATION ELIEVE INDIVIDUAL WOULD BE A WEAR SUPERVISOR IN THIS KIND OF SITUATION ELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION ELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION .
.3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) susse contact with sweedingte successionates as recount (First line supervisor)
	3	A decur of surgevisous who exect the masic ide (Second line supervisors)
	. 3	A GROUP, THO MAY OR WAY NOT BE SUPERVISORS, THICH IS RESPONSIBLE FOR MAJOR PLAYS, ORGANIZATION, AND POLICY (Executive level).
	3	THEN CONTACT OITH INNEDIATE SUBSECIMATES ES NOT PREQUENT
	3	SHEM IMMEDITE SABODOIMTES, VCLIASAIS THE DIALOSE THE MEED CUSELAT COORDISTALION
	· 3	THEN IMPEDIATE SUBDEDINATES INCLUDE NEMBERS OF THE OPPOSITE SER
	-	OTHER (Spycoly)

OFFICE OF PERSONNEL ENDICATE THE APPROXIMATE NUMBER OF WONTHS THE MATED FUPLOVEE HAS COMMENTS CONCERNING POTENTIAL

Subject will leave New Orleans only for an overseas post, He will not do so for duty in Washington. In view of the fact that his intelligence begantlenge is duty in Washington. In view of the fact that his interrigence of such entirely in the field of domestic collection, it is difficult to conceive of such an overseas assignment. He is eminently qualified to continue in his present

FUTURE PLANS SECTION N. 27 2 100 TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

No training or experience planned or required except periodic meeting of Contact Division Field Chiefs.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

See Section G.4. above.

DESCRIPTION OF INDIVIDUAL SECTION 1.

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - MAVE NOT OBSERVED THIS; MENCE. CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
2 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE

CATEGORY NUMBER

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	T. ABLE TO BEE ANOTHER'S POINT OF VIEW	5	II. MAS HEGH STANDARDS OF ACCOMPLISHMENT	4	21. 15 EFFECTIVE IN DISCUS- SIONS WITH ASSOCIATES
5	2. CAN WASE DECISIONS ON HIS GAN WHEN MEED ARISES	4	12. SHORS OFISCHALITY	3	22. IMPLEMENTS DECISIONS NE- GARDLESS DF OWN FRELINGS
5	3. HAS INCTIATEVE	5	13. ACCEPTS BERPONSIBILE.	14	23. 13 THOUGHTFUL DF OTHERS
5	4. OS ANALYTIC IN NOS THOUS.	3	14. ADMITS HIS ERRORS	7	24. PORES WELL UNITE PRESSURE
5	3. STRIVES CONSTANTLY FOR NEW HHOULEDUC AND LUCAS	4	15. AESPONOS WELL TO SUPER- VISTOR	24	25. DISPLAYS JUDGENERS
4	6. ENOTS BHEN TO SEE ASSISTANCE	4	is. pers mis jos without strong support	5	26. 18 SECURITY COMBCIOUS
. 4	7. CAN GET ALONG BITM PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROSLEMS	3	27. 19 YERSATILE
5	S. HAS MEMORY FOR FACTS	lş.	I 6. 15 085ERYANT	3	23. MIS CHITICISM IS COM- STRUCTIVE
l ₄	9. SETS ININGS DONE	4	19. THINKS CLEARLY	5	79. FACILETRIES EMODEM OPERA- TICA OF HIS OFFICE
14	10. CAN COPE BITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS # (Twin Allowable Time Limits	5	30. COES NOT REQUIRE STRONG bed Continuous subsers. >104

101 775 LANGUAGE DATA RECORD
PART I-GENERAL
1. Ant (Lant-Fornt-Weddle) . (25-30)
9ctoher 22 1900
\$- E94GUAGE : 187-381
April 9 1957 I HAVE NO PROFICIENCY
PART 11-LANGUAGE ELEMENTS
SECTICE A. Rending (40)
1 CAN BEAU TEXTS OF ANY CIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY IN CHEY RAPELY.
I CAN READ TENTS OF WOST GRADES OF DIFFICULTY, OF A GINERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALY.
3. FREQUENTLY.
4- 1 CAN READ SIMPLE TENTS. SUCH AS STREET SIGNS, MERSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.
5. I HAVE NO READING SAFELTY IN THE LANGUAGE.
SECTION B. Writing (41)
I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN 1- WRITE FACTUAL NARRATISE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERT FEW GRAMMATICAL FRACES, IN NATIVE STYLE, USING THE DICTIONARY ONLY WARTLY.
I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY 2. Rarely. I can write factual marrative and inpository material with reasonable clarity, with few grammatical errors, but in a stree which way not be native, using the dictionary occasionally.
I CAN BRITE PERSONAL ESTERS AND SIMILAR RUPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, 3. BUT WITH OCCASIONAL WINCE GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, ABREARD STYLE, USING THE DICTIONARY OCCASIONALLY.
1. CAN BRITE PERSINAL LETTERS AND SIMILAR SIMPLE MATERIAL, BIT REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, ANNIGATO STYLE, USING THE DICTIONARY FREQUENTLY.
5- I CANNOT WRITE IN THE LANGUAGE.
SECTION C. Prenunciation (42)
1. MY PROMUNCIATION IS NATINE.
2. WHILE NATIVES CAN SETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.
3. MY PRONUNCIATION IS CANICUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.
4. WY PROMUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.
5. I HAVE NO SKILL IN PROMENCIATION.
CONTINUE ON REVERSE SIDE

FERM WE. HHIC

SECRET

4-45

CONTINUATION OF PART II-LANGUAGE ELEMENTS	
SECTION D. Speaking (43)	
E SPEAK FLUFWYLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITEATIONS: E CONVERSE FREELY AND IDIOMA IN ALL FIELDS BITM WHICH F'AM FAMILIAN.	TICALLY
E SPEAR FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL STUATIONS! I CAN CONTERSE IN MOS- WITH WHICH IT AM FAMILIAR AND INCOMPLOY SOME POPULAR SAVINGS, LITERARY QUOTATIONS, AND COMMON PROVERSS.	T FIELDS
3 I GET ALONG GUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICUL	LAR FIELDS
4. A MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVES.	
5. I HAVE NO ABILITY TO USE THE LALEGACE IN ANY OF THE ABOVE RESPECTS.	
SECTION E. Understanding (14)	1
I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS. BOTH FACE TO-FACE AND ON THE TELEPHONE! I UI NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	NDERSTAND
I UNDERSTAND MON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS. BOTH FACE-TO-FACE AND ON THE TELEPHON 2. UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOPUNS.	NEI I OKES AND
3. I UNDERSTAND WEARLY ALL CONVERSATION ON TOPICS OF DAILY-LIFE AND TRAVEL, BOTH FACE TO-FACE AND ON THE PHONE: 1 UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.	E TELE
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE TO FACE AND ON THE TELEPHONE: I UNDERSTAND SOME OF I HEAR ON THE RADIO AND AT THE MUVIES, PLAYS, AND LECTURES.	WHAT
5. I AM NOY ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.	
SEFORE CONTINUING - CHECK PART II TO ENSUPE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTIOR.	
PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
1. 1 HAVE MAD ESPERIENCE AS A TRANSLATOR.	
2. I HAVE HAD EAPERIENCE AS AN INTERPRETER.	
3. BOTH OF THE ABOVE STATEMENTS APPLY.	
4. NONE OF THE ABOVE STATEMENTS APPLY.	
PART IV-CERTIFICATION	
*	
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY ANOBEDGE AND BELL THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TE REGULATION NO. 23-115. PAR. ICIAD. I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.	OFFORE 1
9 Con S),	
(46)	

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE 12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

	NAME ;	SERTAL	GRADE-STEP	OLD SALARY	NEW SALARY
ာ		101775	GS-15-5	\$12,690	\$13,970
Ç			/5/	GORDON M. DIRECTOR OF	

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お 場合。 人	PERSONAL HI	STORY STATEMENT	4			0	Cuc.) <u>(</u>
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is form provides the m		- stinial corrects	nel 4.000	rds will	be kept co	atrent. Ev	en though i	e duplicates S in these
is form provides the m formation you have fur	eann mhereby you	y, it will be nec	ennary t	or you f	a complete	Sections	you. entered	on duty with
is form provides the m formation you have fur tirety. You need comp e urgenization or if y	toto Sections VI	through kill on	complet	. covera	ge than eyo	a have pre	riously rep	orted.
e organization of if y	on pertent tur.							
ECTION 1		GL	MERAL					
FULL NAME (Last-Fare)	·MIGGIEL .							54.444
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CURRENT ADDRESS (000	St. Char	lan iwi		
6300 St. Char					mann 1	M To-		
New Orleans 1	l, La.	3. STATE, TERRIT	100V 20	SESSION	OR COUNTRY	IN WHICH	AON HOM CF	AIM RESIDENC
Thinbrook To	2405	Louisi	ana					
THYMOLOGY 1-	400	SON TO BE MOTIFIED		E OF EHE	RGENCY			
ECTION II.	PEN:	ESIDING IN U.S.			2.	RELATIONS		
						1177.0		
- HOME ADDRESS (No., S	treet. City, Con-	e. State, Country).					. A
6300 St. C	mirles Ave.,	New Orleans 1	e, La		water of file	W OR EMPLO	OYER, IF APP	LICABLE
BUSINESS ADDRESS (Yo	. Stevet, City.	Zone, State, Cour	11179-1	MDICALE I	draft or an			
Koue		8. BUSINESS TEL			170	BUSINESS	TELFPHONE E	RTENSION
. HOME TELEPHONE NUMBE	R						none	
Thinbrook 7-2	485	Atluis (Spouse,	Wother.	Father)	MAY ALSO BE	L SOTIFIED	. IF SUCH !	NOTIFICATION
IN CASE OF EMERGENCY IS NOT DESIRABLE BEC	AUSE OF HEALTH OF	R OTHER REASONS, F	PLEASE S	O STATE.				
		none						
SECTION III			AL STATU		T CERAL	RATED D	IVORCED	ANNULLED
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. CHECK (X) ONE: >	AND REASON FOR A	LL SEPARATIONS. D		annul	led			
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	V.RITE I	N ururopsuro	NO I	MY THE	3531.040 10	ARTIARY #1	OR AGENCY	1231
THIS FORM MUST BE R	TERES DESIGNATE			4 1				
WHETHER YOU HAVE HA	ID OVER 310	Terratory	or 1	05 1 45	10 45	2 US N	arine Co	rus 240-
SEAS SERVICE OR NOT.		Hawali-		-1	1			H
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PLEASE READ CAREF				1	1			
STRUCTIONS ON ACCOM	PANYING -				ı			
CARD, THEN FILL OUT TO				1	1			
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AS ACCURATELY AS POS	21017			1 .				
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	1	AND ASK YOUR AL	OMINISTRA'	TIVE OFFIC	FR FOR SUPPL	EMENTAL CAR		ECRET F
IF ADDITIONAL SPACE IS N	THEIR CUTCH BENE	Not employed	last tw	o employ	era)			97 A 9
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TO ENDFORES ON BUSE	NESS ADDRESS (No.	., Street, City.	J. 41 E. C					
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L		Barre Ar Mally Same Heaves	SECTION III CONT				
21. DATES OF MILITARY SERVICE OF SPOUSE (From and For) by woulh and Year Sep 1942 - Dec 1945							
ı		U S Marine Corp	8		U. S.	ILITARY SERVICE APPIL	ATED
P	4	DETAILS OF OTHER GOVERNMENT	SERVICE, U.S. OR FOREICH		· · · · · · · · · · · · · · · · · · ·		
		CIA, New Ollean	Field Office, Sept	: 1947 to da	te.		,
Ĥ	e.	CTION IV RELATIVES BY BLO	DD, HARRIAGE OR ADOPTION I	14146 400040 0		AT IS O MARKET	**
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L	ļ	and the second second	None			· · · · · · · · · · · · · · · · · · ·	
,	1	4 ADDRESS OR COUNTRY IN MHICI	RELATIVE RESIDES		• •	. ,	
٠		S. CITIZENSHIP (Country)	6 FREQUENCY OF CONTACT			7. DATE OF LAST CONT	ACT
(V	1. FULL NAME (Last-First-Midd)			2+ ·RELATI	ONSHIP	3. AGE
2	4	4- ACCRESS OR COUNTRY IN WHICH	RELATIVE RESIDES				
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١.	SECTION X CONTINUED FROM PAGE 8
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ľ	None
1	INCICATE ANY CENICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED
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1-	LIST ANY PUBLIC SPEARING AND PUBLIC RELATIONS EXPERIENCE
	None except public speaking incident to legal practise.
10	TELIST ANY PROFESSIONAL, ACADEMIC ON HONDRARY ASSOCIATIONS ON SOCIETIES IN MICH YOU ARE NOW OR MERF FORWERLY A MEMBER. LIST ACADEMIC HONORS YOU MAYE RECEIVED.
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ı	Supervision and direction of professional and clerical employees. Carrying out
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1	with other governmental agencies. Collecting and reporting positive foreign
	intelligence information. Appropriate duties incidental to the above.
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AFFENDIX "A"

History or Bullevalut. (Sec. 21 in Form 2255; Sec. 16 in USCGC Std. Form 57)

The following is a complete account of my buriness and professional activities since my return to New Criesks, from England, in the fall of 1924.

I had obtained a law decise from harverd in 1923, but, as the law of Louisiana differs in many important respects from the Council Ion, I entered Tulane University law School, in Catober 1924, to study louisiana divi? Code subjects. In the afternoons I worked as a researcher for the law firm or Symmetr, Cidious, Pholos and Dudber, (now Pholos, Buntar, Lunks and Claverie) 1000 United Truit Co. Fidg., he Cricans, Ia.

In July 1005 T received the decree of 100 from Tulers, passed the leuteisma far examinations, and entered practice as an associate of the film named above. By salary was, as I recall it, 2100.00 per menth, plus 75% of the fees on the business which I originates. Such fees were negligible. By very concluded in research on matters assigned by neglect of the firm, and the handling of niver metters of littlesiten.

mostly the clients of the Spercer firm was the Lew Crience Bank; Brust Co., a small both which had been errorised a few years proviously. In 1928 the bank decided to open a Sruct Department, and effect me the job of errorizing and runcing is, at a salary of PACCO.CO per year. I accepted, ergunised the devertment and opened it successfully until 1931. By work consisted in colinities wills, trusts and contestigating accounts, investigating the funds of beneficiaries, administering entities and headling receiverships.

In 1921 the discount department of the Non-Order's Samb & Trued Co. get inte difficulties, and, for the protection of the depositors, the entire, back was taken over by the Interstate Truet & Farbira Co., of New Order's, No loca was suffered by any of the customers of the Truet Department. Theorem is similar (Truet Officer of the Thierstate Early and could have remained there in clinically, but I distinct the environment and the policies of the management, and I could see very little prospect for advancement, as I resigned when the trust appoint he less tumples seed.

In the fall of 1931 I arganized a communical which was to exact a nowing-letter on Canal St., similar to the ension the Times Tuilding in her York. Sevenues were to be derived from the sale of covernicing which was derived an interspecture awarg news dispendens. In proved impossible, however, to sall sufficient contracts to make the operation profitable, and I liquidated the composables in the early part of 1912.

Two of my classmates at luline, illerhard 1. Devised son R. Immeta bearings had been practicing law together since graduation, and were becoming quite successful. They acked me to join them, and, for the summer of 1000, I became a semicr of the firm of Doutsch & Ferrigan & Eurke. For the next five years we consided in the general civil practice of law in all City, State and Federal Courts. From others, we represented the Hillingsiey Angineering Co., the Tiem Co., itd., publisher of one of the local daily papers, the Standard Broughing Co., and a number of incurance companies, and local conformations and individuals.

By work covered the whole field of civil corporate and individual tractice; the preparation of plandings, invertically virtueness, accounting litigation, writing triefs, exputes coses in the instant and appellate courts, exactining titles, soldinistering entates, handling taxation refers, etc. In income overaged approximately 64000.00 per annuments.

I restored from the firm in 1977 and continued provides, as an included a with offices on the Goral Park Building, until I entered military service in 1942. By isome during that period world bettern five and eight thousand dellars.

I was or series duty in the '. Therine derive free. Sevender I also becarder 1945. This was overceas by rether died, leaving a considerable entate. I was named executor in her will, and, after my return, I spent neveral neaths in administrating

APPENDIX "A"

the estate, transfering the securities and working out some rather complicated taxatien matters.

The decided, while in cervice, that I did not want to return to active law-practise. The clients I had had before the war were being adequately served by other atterneys, and it would have meant starting all over again from scratch. I did not want to do that, so I began looking for a business in which I could invest capital and my services. Naturally, I have found quite a few, but none, as yet, which meets my requirements.

The Mational Service & Appraisal Co., of Chicago, Ill., which is in the credit reporting business; the Cabill Realty Co., of St. Leuis, its., a family real estate company; The Equitable Real Astate Co., Ltd., of New Original and Birmelo Services, Inc., a company which some of my associates and I organized recently to operate "Launderettee" in this territory.

I have been notive in Civic matters, acting an term captain in drives of the Community Chert, and have taken part in drives by the had Gross, The Anti-Subscrulosis Society, the Cancer Society, etc. I am a member of the Board of the Children's Bureau, a Chest agency, and a member of its finance committee.

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AFFENDIX "B"

ETITARY SERVICE.

(Sec. 16 in Form 2005; Sec. 17 in USCSC Std. Form 57)

In the spring of 1942 the war care pretty close to New Crience. There were submarines in the Gulf, tankers were being terpedeed as they left the river, and the hospitals were filled with herefully burned series. I was anxious to do that I could, but I felt true at my age there was little hope of taking an active part. I became as Air Raid various, and helped sell some for Fords, riv. I thought that was about all I would be able to do.

Then the Parine Corps cane out with an announcement that comminstrating vers open in Aviation Intelligence to men up to 45 years of a e.I saw the Recruiting Officer, and he recommended me for such a commission. Nothing happened for some time, so when I was next in Tashington on business I sent to haring Corps Readquarters and looked p upColonel Palford, whom I had know in New Orleans.

Es ascertained that Avintion Intelligence was filled up, but stated that he would be stad to have me in the Learniting Division, and that I might transfer to Aviation Intelligence later on. I was delighted to get into the Earine Corps, and accepted a coaringion as Captain on S September 1942.

After an indoctrination course at Quantico, Va., I was ordered to Sem Antonio, Tex., as assistant recruiting officer. I remained there for three century devoting most of my time to the Student officer procumement progress in the various Texas colleges.

In December, 1941, the Marine Corps, which had, prior to that time, been an exclusively volunteer erganization, was placed under the Soloctive Service System, and Marine Corps Readquarvers Cocided to follow the lead of the Havy and appoint a Marine officer as lighen to cash state Selective Cervice Mendquarters. I was one of those appointed, and was ordered to Releigh, M.C. on 12 January 1942.

The post at heloigh was one of some importance because of the large Forine Corps bases at her liver, Cherry Toint and Edented, at thick over one hundred thousand Parines were in training, and at thick construction and meditainance programs involving several hundred millions of dellars were in operation. It was my duty to supervise the induction of all north Carolina selectees who wave assigned to the Karine Corps through the Selective Service System, and to represent the various Farine Corps installations in their dealings and disputes with local draft boards concerning the deferment of about five thousand civilian employees.

In eddition, I took an earlyo part in the administration of the Selective Service Feedcuerters in Emieigh and throughout the state, interviewing registrants, their employers and dependents, edvicing local and ampeal bounds, setting up replacement schedules for various disdictries and passing on the merits of about eleven thousand appeals.

The work was interesting and productive, and living in Raleigh was certainly "good duty", but I had never lost my desire for overscas duty and made two attempts to transfer to Aviation, both of which were unsuccessful. Then, in September 1944 I heard that Farine Divisions overseas were badly in need of Legal Officers, and I immediately applied for transfer. I was ordered to Leadquasters for indoctrination, and, offer a four of duty in the office of the Judge Advecate Cenesal of the havy, I was sent to Comp Lejeunc in February 2.45 for further training. In April 1945 I sailed from Sen Prencisco, and in Pay I joined the Pourth Farine Division, Floot Larine Force, Pacific, at Youi, as Division Legal Officer. I continued in that post until the war ended and I precured a transfer to the inactive list.

A perfect division consists of approximately 10,000 men. The Division Legal Officer is directly resonable to the Cormandian Ceneral for the administration of military justice throughout the cormand, and supervises the work and findings of all General, Durvery and Beck Courts, as well as those of all Boards of Investigation and Courts of Incurry. To advisor the Commandian Courts on the action to be taken as Conveneing Authority or Immediate Superior in Command. In addition he advises the Commandian Ceneral and Chief of Sieff or all legal matters arising out of contact virtuatives, with civilian and military authorities and with the owners of training areas

AFFENDIX "B

used by the troops. Foreover, he acts as legal Assistance Officer to the Division, which involved, during my term of office, the giving of legal advice and service to about eight hundred individuals.

I returned to the United States on 25 October 1945, and completed my terminal

leave on 1º December 1945.

During my term of service my superiors rendered reports on my fitness each ninety days. All of those reports were favorable, and many of these contained common dations. I was promoted to hajor in August 2 45, to rank from May 1943, and I hold a permanent commission as Major in the Reserve. By file number is

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SECTION C. L. RATING ON GENE	041 8505004		JOB PERFORMAN	CE EVALUATION			Uper	ations_
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2. RATINGS ON PERFECUANCE OF SPECIFIC DUTIES "		CE A	
E c' tos nobés es voces motis sa correspes es es se	nore implude minu idering (lways b	present NFCIFIC duties flagformed during this rating or or disposition duties. Wh. NNLY electricians in performance of this specific crated as a specific duty do not rate as supervise	period. duty.
who supervise a secretary andy). d. Compare in your mind, when possible, the similar level of responsibility. e. Two individuals with the same job title a duties.	may be p	performidation terms of duties. If so, rate them on d	
f: Be specific. Framples of the kind of duties ORAL ENTERING GIVING LECTURES CONDUCTING SEMINARS WRITING TROUNICAL REPORTS CONDUCTING STREEMAL LIAISON FYPING TAKING DICTATION SPERVISING R. For some jobs. duties may be broken down ever	HAS ANI DEVELOR ANALYZE WANAGES OPERATE COORDIN WRITES PREPARE D furthe	USES AREA RNOWLEDGE S NEW PROGRAMS S INDUSTRIAL REPORTS FIRES FIRE	ING OF DATA
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SPECOPEC DUTY NO. 3	RATING	effective support of non-governmental	RATING 'NUMBER'
Management of domestic field office	6	sources and contacts in his area	6
SPECIFIC DUTY NO. 2	RATING	Liaison with Federal and local agencie	RATING
Analysis of assigned area for intelligence potential	6	and officials in his area	4
The planning and carrying out of effective intelligence collection	NUMBER.	Support of other elements of CIA in his area	RATING NUMBER
J. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMA	NCE	о продужения поможения поможения подажения и продуктивностью в достигностью по постанования выполняю в достигностью в достигн	
DIRECTIONS: "Stress strengths and weaknesses, part	icularly	those which affect development on present job.	
ability to obtain close cooperation of to staff. Somewhat inclined to take 1	non-g	iarity with source potentials and attit overnmental sources at high level; loye tic approach to relationships with othe tatives, with consequent loss of flexib	lty
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SECTION D. SUITABILITY FOR	CURREN	T JOB IN ORGANIZATION	
DIRECTIONS: Take into account here everything your timest personal characteristics or hebits, specipere him with others doing similar work of about the control of the cont	OU KNOW IN A DEPARA HAVE AC A AVERAG LE I KN ING STREI OF THE	aliout the individual,productivity, conduct in the cest or talentsand how he fits in with your team level. TED CEPTED HIM IF I HAD KNOWN MAT I KNOW NOW E BUT WITH NO SEANNESSES SUFFICIENTLY OUTSTANDING TO THE ORGANIZATION NEGHTS REQUIREMENTS OF THE ORGANIZATION	. Cors
S THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME O XPLAIN FULLY:	THER PO	SITION IN THE ORGANIZATION? VES No. 1	F YES.

When Filled In.

		(voen villed in)
		FITNESS REPORT (Part II) POTENTIAL
		INSTRUCTIONS
FOR THE	ADMINISTRAI	IVE OFFICER: Consult current instructions for completing this report.
FOR THE	SUPERVISOR:	This report is a privileged communication to your supervisor, and to appropriate career manage
rated en	i permonnel blovee. It	officials concerning the potential of the employee being rated. It is NOT to be shown to the second of the record of the potential process.
I to be co	moleted onl	v after the employee has been under your supervision FOR AT LEAST 90 DAYS . If less then 90 days
complete	d and lorns	feer the 00 days has elso sed. If this is the INITIAL REPURT on the employee, however, it MUST be reed to the CP no later than 30 days after the due date indicated in item 8 of Section "E" below
SECTION		GENERAL
1 NAME	(1.00	(Freet) (Widdle) 2. DATE OF BIRTH 3. SER 4. SERVICE DESIGNATION
3: 0) 5 6	7.3	IRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TITLE
		act/New Orleans Office IO (Contact)
7: GRADE		EPORT CUE IN OP PENIOD COVERED BY THIS REPORT (Inclusive dates).
GS-15	9 Sep	tember 1957 9/9/56 - 9/8/57
10. TYPE	OF REPORT	INITIAL ARABBI GHUBIN TO SUPERVISOR SPECIAL (Specify)
Chec	k one)	X ARRIVAL " RECASSIGNMENT-THELOUTE
SECTION		CERTIFICATION
A. THIS D		CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED B. TYPELY OF PRINTED MAME AND SIGNATURE OF SUPERVISOR C. SUPERVISOR'S DIFICIAL TITLE
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SECTION	G: :	ESTIMATE OF POTENTIAL Operations
THE PROPERTY OF THE PARTY OF TH	CONTRACTOR OF THE PARTY OF THE	ME GREATER RESPONSIBILITIES
responsib	S: Consider ilities. T	ing others of his grade and type of ossignment, rate the employee's potential to assume greater hink in terms of the kind of responsibility encountered at the various levels in his kind of
		DY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED EACHED THE HIDVEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
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NUMBER		RESPONSIBILITIES
	SORY POTEN	
DIRECTION	S: Answer	this question: lias this person the ability to be a supervisor? \(\textstyle \text
SUITABLE 4	TRAINING.	indicate your opinion by placing the number of the descriptive rating below which comes closest
to express	sing your of the "ectua	vinion in the appropriate column. If your rating is based on observing him supervise, note your to column. If based on opinion of his potential, note the rating in the "potential' column.
	0 . '+	WE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
DESCRIPT RATIN	LIAF 1 . BI	LIEVE INDIVIOUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION LIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
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ACTUAL	POTENTIAL	GESCRIPTIVE SITUATION
3		a samp point the same you (rruck drivers, stemographers, technicisms or professional spe- cialists of various kinds) seths contact with immidiate subopoinates is resoucht (Piret Line supervisor)
	3	a scour of surgavizons and office the easic job (Second line supervisors)
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	3	A SECUP, ONE MAY OR MAY NOT BE SUPERVISORS, ORICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
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		BREW IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSA AND REED CAREFUL COORDINATION
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	3	THEN INMEDIATE SUBORDINATES INCLUDE BENSERS OF THE OPPOSITE SEX
	•	orușe (Specify)

He is willing to leave the New Orleans area for an overseas tours, but not for duty in Washington. Since his background has been entirely in the general confection field, and since he has no substantive training, it is difficult to conceive of such an overseas position. He is eminently suited to continue in his present assignment.

No further training or experience planned or considered necessary, with the exception of periodic meetings of the CD/00 field chiefs.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

See Section G(4) above.

DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in sees degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

HAVE NOT OBSERVED THIS, HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE

- HAVE NOT OBSERVED THIS MENCE CAN GIVE NO OPINIO INDIVIDUAL.

- APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE.

- APPLIES TO INDIVIDUAL TO ALIMITAL DEGREE.

- APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE.

- APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE.

CATEGORY NUMBER

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
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PARCEANC ORAN, NO. 8	2471%G	3	HATING NUMBER
Management of domestic field office.	6	effective support of non-governmental sources and contacts in his area.	6
Analysis of assigned area for intelligence potential.	6	Liaison with Federal and local agenciand officials in his area.	RATING PENNEER
The planning and carrying out of effective intelligence collection.	847176 7. 4968 6	Support of other elements of CIA in his area.	RATING NUMBER
3 NADPPTIVE DESCRIPTION OF MANNER OF JOB PERFORMA			
The ability to obtain high degree of educational sources in his area; abilioffice with efficiency and exceptional integrity, coupled with a somewhat le	cooper ity to lly hi galist: pproach	plan and direct the operations of his gh standards; complete integrity. This ic approach to many problems, tends to a to the sometimes unusual requirements	Ī
SECTION D. SUITABILITY FOR	CURREN	T JOB IN ORGANIZATION	
	al defe		
2'- OF DOUBTFUL SUITABILITY WOULD NOT	MANE ACC AVERAGE LE 1 KNO NG STREE OF THE F	CEPTED HIM IF I HAD NOWN WHAT I RADE NOW BUT WITH NO MEARNESSES SUFFICIENTLY OUPSTANDING TO WIN THE ORGANIZATION IGTHS EQUIREMENTS OF THE ORGANIZATION	O WAR-
S THIS INDIVIDUAL BETTER SUITED FOR BORK IN SOME OF APLAIN FULLY:	THER POS	ITION IN THE ORGANIZATION? VES X NO. 11	YES.

		SECRET								
	, 60	FITNESS REPORT (Part II) POTENTIAL								
1. 14 L	MANAGEMENT AND THE RESERVE OF THE PROPERTY OF									
FOR THE	ALMINISTRAT	IVE OFFICER: Consult current instructions for completing this report.								
ment and rated em to be roo hold and	d personnel ployer. It epleted only complete a	This report is a proveleged communication to your supervisor, and to appropriate career menus officials concerning the potential of the employee being rated. It is NOT to be shown to the recommended that you read the entire report before completing any nucleation. This report y after the lemployee has been under your supervision FFFAT LPAST 90 DAYS. If less than 90 day iter the 90 days has element of this is the INITAL EPAST 90 the employee, however, it AUST ried to the (T no later than 30 days after the due date indicated in item 8 of Section "2" below								
SECTION	1	GENERAL								
1. NAME :		(Eager) 3 . (Widdle) 2. DATE OF BIRTH . 3. SER 4SERVICE DESIGNATION								
o		22 Oct 1900 N OC								
		ntact/New Orleans Office IO (Contact)								
GS-15	4. DATE.R	ptember 1956 9/9/55 - 9/8/56								
10. Type	OF REPORT	INITIAL BEASSIONNERS-SUPERVISOR SPECIAL (Specify)								
· (Chec	rk one)	A awayat a arabbigaming-swetorts								
SECTION		CERTIFICATION CERTIFY THAT THIS PISSET REPRESENTS MY BEST JUDGEWENT OF THE INDIVIOUAL BEING RATED								
A. THIS D		B. TIPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR'S SUPERVISOR'S OFFICIAL TITLE								
	N 56	Whathingt E. M. ASHCRAFT Chief, Contact Division								
and the same of th	F PFYIERING									
A. THIS D	DAȚE STANTO 1958	THE OR PANEL AND SIGNATURE OF REVIEWING C. OFFICIAL TITLE OF REVIEWING OFFICIAL TITLE								
SECTION		ESTIMATE OF POTENTIAL Operations								
		WE GREATER RESPONSIBILITIES								
DIRECTION responsab	bilities. T	ing others of his grade and type of assignment, rate the employee's potential to assume greate think in terms of the kind of responsibility encountered at the various levels in his kind o								
2 RATING NUMBER	2 - HAS RE 3 - MAKING 4 - READY 5 - WILL I 6 - ALREAD 7 - AN CX	IN ABOVE THE FIFYEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED FACHED THE HIGHEST LEVEL AL BHIGH DATISFACTORY PERFORMANCE CAN BE EXPECTED G PROCRESS. BUT REFOR MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES PROBABLY ADJUST GUIDAR TO MORE RESPONSIBILITIES BETHOUT FURTHER TRAINING DY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT MIS PRESENT LEVEL CEPTIONAL PERSON AND IS ONE OF THE FEW AND SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF MIGHE RESPONSIBILITIES								
2 SUPERV	ISORY POTENT	TIAL								
answer is SUITAHLE : to express	YES, indicat TRAINING. I sing your op the "actual	this question' ilss this person the shility to be a supervisor? Yes No If you te below your opinion or guess of the level of supervisory shility this person will reach AFTS Indicate your opinion by placing the number of the descriptive rating below which comes closes pinion in the appropriate column. If your rating is based on observing him supervise, note you to column. If based on opinion of his potential, note the rating in the "potential" column.								
DESCRIPT RATIN NUMBE	6 2 BE	NE NO DEPAIDM ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION ELIEVE INDIVIDUAL #OULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION ELIEVE INDIVIDUAL #OULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION ELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION								
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION								
3		a scour point for easic job (truck drivers, stemographers, technicians or professional spe- cialists of various binds) these contact tith comediate suscentiales to frequent (First line apperation)								
	3	a bedup or supervisors and direct the basic ion (Second line supervisors)								
•	3	A GROUP, BEGINSTICS WAY NOT BE SUPERVISORS, ONICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANITATION AND POLICY (Executave level)								
	3	BREN CONTACT WITH IMMEDIATE SUBORDINATES 45 NOT FREQUENT								
	3	SHED IMPEDIATE SUBOPOINATES" ACTIVITIES AND OFFENSE AND REED CAREFUL COORDINATION								
	3	WHEN IMMEDIATE SUBDEDINATES INCLUDE NEWSERS OF THE OPPOSITE BER								

CONNENTS CONCERNING POTENTIAL He has indicated his untillingness to leave the New Orleans area, he is eminently fitted to continue in his present job and, with the possible exception of limits it is difficult to conceive of another area in CIA to which he would readily adapt. MAIL ROOM SECTION N. FUTURE PLANS TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INSUNDUAL No further training or experience planned or considered necessary, with the exception of periodic meetings of the CD/OO field chiefs. . NOTE OTHER FACTORS. INCLUDING PERSONNE CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS See Section G (4) above. SECTION 1. DESCRIPTION OF INDIVIDUAL URBECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the world literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how such the statement applies to the person covered by this report. . HAVE NOT COSSERVE THIS: HENCE CAN GIVE NO CPINION AS TO HOW THE DESCRIPTION APPLIES TO THE APPLIES TO THE ENDINIOUAL TO THE LEAST POSSIBLE DEGREE I - 'APPLIES TO INDIVIDUAL TO A LIMITED DEGREE . APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INTITIONAL TO AN ABOVE AVERAGE SIGREE S - APPLIES TO INCIDING DISREE TEGORY STATEMENT STATEMENT CATEGORY STATIMENT CATEGORY 1. ARLE TO SEE ANT "NET'S POINT OF NEED #1. HAS HIGH \$7552505 OF #CCOMPLISHES #7 3 5 5 h 3 17. 10005 OBIZINGS ÎTO 5 h 13. ACCEPTS RESPONSIBILLħ. 3. HAS INSTINCTED 23. 15 THOÙGHTFUL OF GINERS 5 4. IS ANALYTIC IN HIS TRING 3 À. 5. STRIVES CONSTANTLY FOR NEW HAD WEEKE AND + DERS #6'SPONOS NELL TO SUPER ħ 4 5 6. 44095 -0-En TZ SEER ķ. . 4 5 26. 45 SECURITY CONSCIOUS ASSISTANCE. STRON'S SEP-28"

SECRET

17. COMES UP WITH SÄLUTIONS

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27. 15 VERSATILE

28. HIS CRITICISM IS CON-

FRC16 | TATES SWOOTH OFERA

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7. CAR GET ALINS WITH PERMA

8. HAS WEWDEN #34 FACTS

SECPET

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٠,	OCCUPED (Then Filled Jan)
	FITNESS REPORT
,	The fitness Report is an important factor in agency personnel management. It weeks to provide: 1. The agency selection board with information of value when considering the epplication of an individual for membership in the coreer persons and
٠.	2. A periodic record of job performance as any aid to the effective utilization of personnel.
	INSTRUCTIONS. TO THE ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current administrative anstructure regarding the initiation.
	and transmitted of this report.
	TO THE SUPERVISOR: - Read the entire form before attempting to complete any item. As the supervisor who assigns.
i	directs and reviews the most of the individual, you have primary reaponalbility for evaluating his errengths, weak- negars, and on-the-job effectiveness as reveated by his day-to-day activities. If this individual has been under
Å	vour supervision for form than 30 days Wyou will collaborate with his previous supervisors to make sure the report
	to accurate and complete. Primary responsibility rests with the decimal impaguing. It is assured that, through-
	out the period this individual has been under your supervision; you have discharged your supervisory responsibles ties by frequent discussions of his work, so that in a general way he knows where he atoms. DATE
	Posted Pos. Control Will OCT 18 1985
	annual 9-1-56 next uport due Posted Pos. Control Work 1 1995
	17 IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT TIS SHOWN TO THE PERSON SINGLA AND TO
- [SECTION 1 (To be felled in by Administrative Officer)
	T. NAME (Lout) (First) (Middle) 2. DATE OF BIRTH 3. SEX 4. CAREEP DESIGNATION
-	S. DATE OF ENTRANCE ON DUTY 8. OFFICE ASSIGNED TO 7. DIVISION 8. BRANCH
- 1	9 September 1947 Operations Contact New Orleans Office
ŀ	9. NATURE OF ASSIGNMENT 10. IF FIELD, SPECIFY STATIONI 11. GRAPE
١	New Orleans, Louisiana GS-15
1	12. DATE THAT THIS REPORT IS DUE 13. PERIOD COVERED BY THIS REPORT (Enclusive dates)
-	9 September 1955 9/9/54 - 9/8/55
ŀ	SECTION II (To be filled in by Surervisor) 1. CURRENT POSITION 2. DATE ASSUMED RESPONSIBILITY FOR POSITION
-	Chief, New Orleans Office Ir 5-6/32.2/-/5 19 September 1948
ŀ	3. WHAT SPECIFIC ASSIGNMENTS ON TASKS ARE TYPICAL OF THOSE GIVEN TO HIM DURING THE PAST THREE, TO SIX MONTHS (618)
1	in order of frequency):
1	The active management of a major domestic field office. This includes: (1) the
1	supervision and direction of the professional and clerical personnel of that
	office; (2) within the broad directives of the Contact Division, the assessment
	of the intelligence capability of his assigned area, the conduct of methodical
ı	exploitation of the intelligence sources within his area, and the maintenance of
	close and effective relationship with Contact Division Headquarters for the purpose of directing local exploitation along the lines of current requirements and
1	priorities; (3) the effective support of all elements of the Agency, required within
ı	his area; and (4) the maintenance of all Federal, State and local liaisons necessary
	to the accomplishment of his mission.
	READ THE ENTIRE FORM BEFORE ATTEMPTING TO COMPLETE ANY ITEM
H	
H	SECTION 111 I certify that, during the latter half of the period covered by this seport, I have discussed with the rated indi-
١,	vidual the manner in which he has performed his job and provided suggestions and criticisms whorever needed. I be-
1	lieve that his understanding of my evaluation of his performance is consistent with my evaluation of him as evi- tenced by this fitnose report and I have informed him of his strengths, meaknesses, and on-the-job effectivaness.
	If performance during the report period has been unsatisfactory, there is attached a copy of the memorandum noti- lying him of unsatisfactory performance.
1	this report has whas not been shown to the individual rated.
+	HIS DATE NAME AND SINATURE OF RATER (Employee's immediate Supervisor)
9	"Outstandt E. M. ASHERAFT
T	HAVE REVIEWED THIS REPORT (Comments, if any, are reflected by attached memorandum)
T	MIS COATE AND MANE AND MANATURE OF SENSESSES SETTING (Official next higher in line of authority)
L	U U CO 50 GEORGE G. CARRY
FO	NO 15 REPLACES PREVIOUS EDITIONS OF SECRET

	s V				,								· ·	
This section is arounded as an aid in itself but acquires its meaning		<u> </u>	SEC	HON	14:					FIC	FOF	.		
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son you are rating. Placing an	to the	Val	Dheere	44.	calue	4 644	ne ye	u have	90.0	94915	u'ou a		1 0 p	
ment on the left of them check the son you are retained. Placing in "opplied to an individual. Placing that the description is not if all	en "X"	n the in	Doirs N dividu	ot A	pl+"	colun	n . m e 4	ns tha	t you	. Wass	ROOF	verana V	10 001	inion
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4. ABLE TO SEE ANOTHER'S			\sim		·		<u>L</u>					<u> </u>	, ,	
B. PRACTICAL.		. 1		•						X				
1. A GOOD REPORTER OF EVENTS.			-									-;		
	· ·	· .					** * *		•••			-		
2. CAN MASE DECISIONS ON HIS OWN, THEN NEED ARTISES.		٠,								Ĺ <u></u>	\geq		•	
S. CAUTIOUS IN ACTION								1				X		
4. HAS INITIATIVE.				-									• 1	
			باحجي					إرسيا						
S. UNEMOTIONAL.		× · ·					, , , , , , , , , , , , , , , , , , ,	\geq	٠					
4. MALYTIC IN WIS THINKING.											·	\bowtie		
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND JURAS.											X	1	- 1	
a. GETS AGONG WITH PROPLE AT ALL														=
SOCIAL LEVELS				L										_
9. HAS SENSE OF MEMOR.				[l				$\times \langle$			<u> </u>	
10. ENDES WHEN TO SEER ASSESTANCE.		<i>'</i> ,								$\times \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$				
11. CALW.						T		×		T	•		i	\dashv
				-							===			=
12. CAN GET ALONG WITH PEOPLE.				L			\geq			l				
13. MEMORY FOR FACTS.											\bowtie			
14. GETS THINGS DONE.			1	T					Ī			X		一一
15. REEPS CRIENTED TOWARD LONG	===			_					<u>`</u>				=	=
TERM'G:ALS.				L						!	\triangle			
16. CAN COPE WITH EMERGENCIES.			L		·		1		\perp			\times		
TY. HAS HIGH STANDARDS OF ACCOMPLISHMENT.			1	Ť		T				T			X	
A. HAS STANINA: CAN KEEP GOING			1	_										
A LONG TIME.				L.							\cong			
9. HAS BIDE RANGE OF INFURMATION.	_:		L	L	_ _				i			\times	L	
O. SNORS TOREGINALIETY.						r			T		X		T	
1. ACCEPTS RESPONSIBILITIES.					-							-		
T. TOUR TO MEST WEST STREET,						!		ــــــــــــــــــــــــــــــــــــــ				<u> </u>		
2. ADMITS HIS ERRORS.			l:_		_		· F	\times	.					
3. RESPONDS WELL TO SUPERVISION.				1					X	7	. ;	T		
		72	I	71			>		- 1		==;			
			 -			!		\cong	!_					_
ABLE TO DO HIS JOB BITHOUT				_ i_		L		4						

SECRET 20. CAN THINK ON HIS FEET. 27. COMES UP WITH SOLUTIONS TO TO STIMULATING TO ASSOCIATES! A 30. OBSERVANT. 32. CLEAR THINKING. 33. COMPLETES ASSIGNMENTS BITHIN ALLOWABLE TIME. LIMITS. 34. EVALUATES SELF REALISTICALLY. 35. WELL INFORMED ABOUT CURRENT 36. DELIBERATE. 37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES. 38. 'IMPLEMENTS DECISIONS REGARD-LESS OF OWN FEELINGS. 39. THOUGHTFUE OF OTHERS. 40. WORKS WELL UNDER PRESSURE. 41 DISPLAYS JUDGEMENT. 42. GIVES CREDIT WHERE CREDIT IS 43. HAS DRIVE. 44. IS SECURITY CONSCIOUS. 48. HIS CRITICISM IS CONSTRUCTIVE. AT. ABLE TO INFLUENCE OTHERS. 48. FACILITATES SMOOTH OPERATION OF HIS OFFICE. 49. DDES NOT REDUIRE STRONG AND CONTINUOUS SUPERVISION. SO. A GOOD SUPERVISOR. A. BHAT ARE, HIS OUTSTANDING STRENGTHER Complete integrity, high standards of behavior and accomplishment, the ability to induce cooperation at a high level, experience in domestic collection. B. WHAT ARE HIS OUTSTANDING BEAKNESSEST Somewhat inflexibly high moral and ethical standards.

1.1

	Filled In)
C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WE	ANNESS DUTBLIGHS ALL OTHER CONVIDENTA TOPAS
Integrity and general competence.	SUMMER
	Ver IV
D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISIONS	S we see if yes, they S PH PER
	"" ""
	MAIL ROOM
	YON
E. BHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIOUALLY	
None, beyond periodic visits to Division	headquarters.
F. Other Connects (Indicate here general trains, specificeport but which have a bearing on effective útilizati	c habits or characteristics not covered elsewhere in the
See B above	
SEC1	IV NOT
A DESCRIPTION OF THE PROPERTY	in the most appropriate box under subsections A,B,C,&B
As DIRFCTIONS: Consider only the skill with which the person has performed the duties of his job and este	G. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this
his accordingly.	person's attatude toward the agency.
1. DOES NOT PERFORM DUTIES ADEQUATELY. HE IS	1. HAS AN ANTAGONESTIC ATTITUDE TOWARD THE AGENCY
INCOMPETENT.	OPPORTUNITY.
HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES	2. MAS STRONG NEGATIVE ATTITUDE TOWARD AGENCY
COMPETENTLY. 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY: OCCA-	TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
SICHALLY REVEALS SOME AREA OF WEARNESS.	3. TENGS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD
4. PERFORMS DUTIES IN A TYPICALLY COMPETENT. EFFECTIVE MANNER.	THE AGENCY BOTHERED BY MINOR FRUSTRATIONS WILL QUIT IF THESE CONTINUE.
S. A FINE PERFORMANCEL CARRIES OUT MANY OF HIS	4. HIS ATTITUDE TOWARD THE AGENCY IS INDIFFERENT
4. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING	SUMMERNE OFFERED HAM COMETHING BETTER. 9. TENGS TO HAVE FAVORABLE ATTITUDE TOWARD AGENCY
MANNER THAT HE IS EQUALLED BY FEW DITHER PER- SONS KNOWN TO THE RATER.	MAKES ALLOHANCES FOR RESTRICTIONS IMPOSED BY
THE THES INDIVIDUAL BETTER QUALIFIED FOR BURK IN SOME OTHER AREA?	BORRING FOR AGENCY. THINKS IN TERMS OF A CA-
•	B. CEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE AGENCY. BARRING AN UNEXPECTED OUTSIDE OPPOR-
· ·	TUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE AGENCY.
	7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE AGENCY
	PLACE BUT IN THE AGENCY.
,	•
B. DiRECTIONS: Considering others of this person's grade	
and type of assignment, how would you rate him an potentiality for assumption of greater responsibili-	person in making your rating. skill in job duties, conduct on the job, personal characteristics or
ttes normally indicated by promotion.	habits, and special defects or talents.
1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.	1. DEFINITELY UNSUITABLE . HE SHOULD BE SEPARATED.
2. IS MANING PROGRESS. BUT NEEDS MORE TIME IN	2. OF COURTFUL SUITABILITY'. WOULD NOT HAVE AC-
PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOVENDED.	CEPTED HIM IF I MAD KNOWN WHAT I KNOW NOW. 3. A DARFLY ACCEPTABLE EMPLOYEEDEFINITELY BELOW
3. IS REACY TO TAKE ON RESPONSIBILITIES OF THE NEAT HIGHER GRADE, BUT MAY NEED TRAINING IN	AVERAGE BUY WITH NO BEARNESSES SUFFICIENTLY OUTSTANDING TO BARRANT HIS SEPARATION.
, SOWE AREAS.	4. A TYPICAL EMPLOYEE. HE DISPLAYS THE SAME SUITA- BILITY AS MOST OF THE PEOPLE I KNOW IN THE
4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE WEST HIGHER GRADE.	AGENCY.
S. IS ALREACY PERFORMING AT THE LEVEL OF THE NEXT	S. A FINE EMPLOYEE - HAS SOME DUTSTANDING STRENGTHS.
8. AN ENCEPTIONAL PERSON WHO IS ONE OF THE FEB WHO SHOULD BE CONSIDERED FOR RAPID ADVANCE-	6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE AGENCY.
MENT.	7. EXCELLED BY ONLY A FEB IN SUITABILITY FOR WORK IN THE AGENCY.
	IN INC AMENUT.
None applicable. He as capable of	· ·
questes maporarbilities in certain visces	

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ISSUED IN LIEU OF FORM 50

to the control of the NATURE OF ACTION CHANGE IN OCCUPATIONAL CODE AND/OR TITLE.

EFFECTIVE DATE 31 MARCH 1955

POSITION TITLE NEW CODE NAME

POSITION NUMBER

10-CONTACT-CH GS-0132.21

APPROVED HARRISON G. REYNOLDS
DIRECTOR OF PERSONNEL

Post Office Box 1016
New Orleans, La.

o December 1954

Mr. C. F. Camp Chief, Personnel Procurement Central Intelligence Agency Washington 25, D. C.

Dear Mr. Camp:

I am today in receipt of your letter of 1 December 1994 concerning Mr. Clapp's visit and Mr. McBride.

I was not in New Orleans at the time when Mr. Clapp was here and accordingly did not have the pleasure of seeing him.

I am sorry that Mr. Clapp did not succeed in making contact with Mr. McBride. If I happen to learn of a more recent address of Mr. McBride, I shall pass the information on to you.

Very	truly	yours,

·,-,

- 19

APA

SEF 1 6 1954

MEMORANTHY FOR: Deputy Director (Intelligence)

SUPJECT

Cormeniation of DD, I Personnel

- 1. For the pastmeweral months my office has had an urgent and a continuing need for intelligence about Guatehala -- for intelligence in such variety that at one time or another almost every PD-I component contributed.
- 2. Each of them offices as well as individuals within the DD/I area responded with a highly impressive alacrity and completenass. Their contributions were thorough in their coverage and fast in their preparation.
- 3. It is difficult to cite the work of particular individuals and components of DD/T, because much inconspicuous but essential labor must never have come to my aftention. Risking the chance that such work might unfairly my unrecognized, I nevertheless believe that the work of the following individuals and units deserves special recognition:

Cohn M. Armstrong, Milton H. Brown,	and
Riss Dorothy A. Brandas, Leake and Lloyd A. Ray, New Orleans fie	Hunter 3.
	on,'c.
ORR. and	Geography Division
and Nobert J. Voskuil, Cartograp	ohy Division, ORS.
Photo Intelligence Division, ORS.	nd,
a. xi	00/C.
New York field of	fire. 00/c

at our disposal. ORR's geographic research area freely gave us the time of trained cartographers and interpreters. Without their skills, and the endless hours they applied those skills for us, our operations would have been most difficult. ORR's economic research area contributed less only because we asked for less; economic intelligence was not as vital as generally intelligence to this operation. In addition, the major economic contribution was recognized and commended in my 7 June 1951 memorandum to you.

Foreign Broadcast Information Division which monitored Justemalan and related broadcasts with more than its usual care, and, among other special activities, arranged a direct wire service so that our field headquarters unit received the monitored broadcasts immediately. The entire division turned to its task with such unity that singling out for commendation the work of any of its people is impossible.

Frieign Documents Division which gave us translations quickly and in the priority needed. Its service was the more remarkable for its lack of a Western Herisjoneré unit. Initiative, flexibility, and willingness were substituted for this organisational lack.

onto this ston which provided a wide variety of services we rejeated, and on its own initiative proposed other useful services. It re-doubled solilection of Central American intelligence information by the net-work of domestic field stations, it carefully entened the southern ports of entry into the United States on a changer lay basis, it provided us with commercial news clipping souvices and the texts of news broadcasts, and it located, surveilled and in many cases interviewed Guatemalans within the United States in whom we were interested.

CIA Library, especially its Pook Branch. All components, however contributed. Its clipping service was reliable, alert, and teen to render maximum service. The Information Section promptly handled numerous spot requests and gave resourceful assistance well beyond the confines of its routine duties. The Book Branch surveyed periodical and scholarly literature meticulously, and thus uncovered much information useful to a psychological campaign.

raphics Register whose inoto Branch and Film Branch both gave services such beyond the normal course of duty, and showed ingesuity in locating and preparing special materials.

PRANK G. WISHER
Deputy Director (Plane)

Company of the Company	SI	ECRET	SEP 28 1954
	SECURITY	INFORMACION	BY PU DATE
	PERSONNEL EVAL	LUATION REPORTS COM	- LA
Items I through 6 will be come	leted by Administrative of	Personnell Office	
1		GRADE 3. POSTFION TITLE	CD-C
OFFICE ST			ce Officer (Chief)
	7	New Orleans Cx Ficto	
From To	6. TYPE OF REPOR	Affinel	Special
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FORM NO. 97-151 MAY 1952 97-151 SECRET

(Over)

14

SECRET: SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST MOTICEABLY GOOD OR OU By the maintenance of his office and official relatified in an area of peculiar traditional independence and integrity, on a firm and high level. 13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR WHAT APPROVEMENT To continuing his present efforts to reach a broader understanding of the whole intelligence problem, both within CIA and in the IAC complex. To a more tolerant approach to support problems. 14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE PUTURE. He is capable of greater responsibilities now. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? Recommend appropriate reassignment, li · No. 16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSONT None, other than periodic visits to OO/C headquarters. 17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY. THERE IS ATTACHED COPY OF MEMORANDUM MOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20. 19. I MAYE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.) SIGNATURE OF REVIEWING OFFICIA

LONGIDENTIAL MEDICAL TRANSPORT

PLEASE READ INSTRUCTION SHEET REPORT PREFARING THIS FORM 321168 Cintact. 0.0 STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE S1 C2 15% Her Orleans Off. FEDERAL CIVILIAN SERVICE , SEGIN WITH THIS AGENCY, AND EDILOW IN SEVENSE CHRONOLOGICAL ORDER) *FRZM LOCATION Central Intelligence Accrete New Arleads. Total Civilian Service IN MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE) TOTAL SERVICE BRANCH! OF SERVICE DA. NO. SA. YR. YR. 04. BO. TR. 1942 31 10 1945 H S Marine Corts (Beserve) Total Hilitary Service II CERTIFICATION I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge. 11 Dec 1 51. CATE V FOR PERSONNEL OFFICE USE ONLY IN REMARKS: (CONCERNING ABOVE SERVICE) TOTAL CREDITABLE SERVICE YEARS DAYS MCNTHS 5 1 MAY BE CONTINUED ON NON-DETACHABLE RESERSE SICE

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NOTICE OF CHANCE IN POSITION SCOTTING AND OR CHANGE IN POSITION DESIGNATION

NO CHANGE IN CRADERIE INVOLVED

DATE OF T O APPROVAL 6 FED 1992 EFF DATE OF POSITION SLOTTING 24 MARCH 92

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Public Law 513, approved May 13, 1950, 81st Congress (2nd Session), is quoted verbatim herewith:

"AN ACT

"To enhance further the security of the United States by preventing disclosures of information concerning the cryptographic systems and the communications intelligence activities of the United States.

"BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES OF THE UNITED STATES OF AMERICA IN CONGRESS ASSEMBLED. That whoever shall knowingly and willfully communicate, furnish, transmit, or otherwise make available to an unauthorized person, or publish, or use in any manner prejudicial to the safety or interest of the United States or for the benefit of any foreign government to the detriment of the United States any classified information (1) concerning the nature, preparation, or use of any code, cipher, or cryptographic system of the United States or any foreign government or (2) concerning the design, construction, use maintenance, or repair of any device, apparatus, or appliance used or prepared or planned for use by the United States or any foreign government for cryptographic or communication intelligence purposes; or (3) concerning the communication intelligence activities of the United States or any foreign government, or (4) obtained by the processes of communication intelligence from the communications of any foreign government knowing the same to have been obtained by such processes, shall be fined not more than \$10,000 or imprisoned not more than ten years, or both.

- "Sec 2. (a) The term 'classified information' as used herein shall be construed to mean information which, at the time of a violation under this Act, is, for reasons of national security, specifically designated by a United States Government Agency for limited or restricted dissemination or distribution
- "(b) The terms 'code' cipher', and 'cryptographic system' as used herein shall be construed to include in their meanings, in additions to their usual meanings, any method of secret writing and any mechanical or electrical device or method used for the purpose of disguising or concealing the contents, significance, or meanings of communications.
- "(c) The term 'foreign government' as used herein shall be construed to include in its meaning any person or persons acting or purporting to act for or on behalf of any faction, party, department, agency, bureau, or military force of or within a foreign country, or for or on behalf of any government or any person or persons purporting to act as a government within a foreign country, whether or not such government is recognized by the United States.
- "(d) The term 'communication intelligence' as used herein shall be construed to mean all procedures and methods used in the interception of communications and the obtaining of information from such communications by other than the intended recipients.

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"(e) The term 'unauthorized person' as used herein shall be construed to mean any person who, or agency which, is not authorized to receive information of the categories set forth in section 1 of this Act; by the President, or by the head of a department or agency of the United States Government which is expressly designated by the President to engage in communication intelligence activities for the United States.

"Sec. 3. Nothing in this Act shall prohibit the furnishing, upon lawful demand, of information to any regulary constituted committee of the Senate or House of Representatives of the United States of America, or joint committee thereof."

I i	, do hereby certify that
I have read, and thoroughly understand,	
	Signed:
	Date : 6 Nov. 1950
Witness:	
Position: Communication (n.O.	· · ·
Date : 6 Francher 1950	

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CENTRAL INTELLIGENCE AGENCY

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Standard Form No. 3. August 1946 U. S. CIVIL SERVICE COMMISSION

Form approved. Budget Bureau No. 50-R01E/a.; 4

REPORT OF EFFICIENCY RATING

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CENTRAL INTELLIGENCE AGENCY

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REPORT OF EFFICIENCY RATING

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FORM NO. 36-57 NOV 1948

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S'ANGARD PORM 50 48 PARTS UNITED STATES CIVIL SERVILE COMMISSION OCTUBER 1948 (Newson)

FORM APPROVED BUDGLT BUREAU NO. 10-1708

CENTRAL INTELLIGENCE AGENCY

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		177 4 4	EL ACTION	M (ce) 130
1 NAME (MR MISS MIS PIRST MIEDLE INITIAL LAST)	11 : 13	DATE OF BIRTH		
	J	v\35\120t		9/17/1948
This is to notify you of the following action at				
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Office Memorandum • united states government

OM	Assistant Director for Operations
, 7°	Recommendation for Promotion of
	1. It is requested that the attached recommendation for promotion of from P-7 to P-8 be approved even though Mr. Burke has not served the required time in-grade as established in Paragraph Ac of Administrative Instruction No. 20-1. This recommendation is based upon the fact he has served in his present capacity as Acting Chief, New Orleans Office, CO/C, for approximately one year and his performance of duty has been outstanding.
•	2entered on duty as Acting Chief, New Orleans Office, 00/C, on 9 September 1947 in which capacity he is still serving. The position of Chief, New Orleans Office, has been allocated as a P-8.
-	3. Subsequent to assuming his duties as Acting Chief of the New Orleans Office,
	4. Mr. Burke's accomplishments as Acting Chief, New Orleans Office have been outstanding. Due to his unusual leadership the morale of his office personnel has been maintained at a high level, despite heavy working conditions.
	7. Preceived an A.B. degree from Loyola University, New Orleans, in 1919 and ILB degrees from Harvard Law School and Tulane University in 1923 and 1925 respectively. In addition, he spent one year of study at Cambridge University, England. Upon graduation from law school, he became affiliated with various prominent law firms in New Orleans, and in 1937 established his own firm which he operated on a successful level until his entry into the military service during World War II.
	6. has an outstanding military record, having served approximately three years in the U. S. Larine Corps during World War II, and being honorably released from duty with the rank

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of Major: During his tour of duty with the U. S. Marine Corps, he served in the capacity of liaison officer with Selective Service and later, as legal officer with the Fourth Marine Division in the Pacific.

7. By reason of his civilian and military experience and wide acquaintanceship in New Orleans, is exceptionally well qualified for his present assignment and is performing his duties in an outstanding manner. In view of his superior accomplishments and contributions to the successful operation of the Contact Branch, it is strongly recommended that promotion to the grade of P-8 be approved.

GEORGE G. CAREY

P. 0. Box 1016 Row Orlners, C, Louisiana

Door

Prior to leaving CLA, I want to record my sincere appreciation of the fine jeb done by you in New Orleans.

Your achievement is all the more noteworthy when it is remembered that you started in your city singlehanded and with little guidance or procedence. Within the space of less than a year, you have encated an effective field office which is now making a significant contribution to national intelligence.

Inspections reveal that your relations with the local Armed Forces representatives as well as with your clients are excellent. Noted also is the high morale in your office.

Please accept my congretulations for this aplandid record and accept my gratitude for your loyal support.

With best wishes for your continued success,

Very sincorely,

EDWIN L. SIBERT Brigadier Conerol, USA Assistant Director for Operations

ELS: rn

cc: Personnel Files Chief, 00/C

Su & Soull st

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL (
OFFICIAL)

REGULAR (7) SPECIAL (
PROBATIONAL & TRIAL PERIOD (

As of 3/31/43	based on performance duri	ng period from 9/9/47	ω 3/31/48
. [2482# 0] et	Intellige	ence Cicor P-7	
77.7		't Title of position, service, and	at mare a
Coerations Con	(Organization—Indicate bureau,	division, section, unit, field station)	
ON LINES BELOW	1. Study the instructions in the R.	ating Official's Guide, C. S. C. F	Orm CHECK ONE:
V if adequate	2. Underline the elements which an	e especially important in the posi-	tion. Administrative,
- if weak	3. Rate only on elements pertinent a. Do not rate on elements in i	n the feation. Jakes except for employees in ad-	min- supervisory, or
-	istrative, supervisory, or i	planning positions, rvisory, and planning functions	Protesting
+ if outstanding	elements in italics.		All others
	of equipment, tools, instruments.		anning broad programs.
(2) Mechanical sk	upplication of techniques and pro-	beguler or relate	dapting the work program to diprograms.
cedures.	distinguished on the pro-	(23) Effectiveness in de	
	of work (apprepriateness of ar-	(24) Effectiveness in to	ying out work and establish- of performance for subgrdi-
	road phases of assignments.	mates.	
(6) Attention to pe		(25) Edectiveness in di	recting, reviewing, and check-
(7) Accuracy of o	perations.	1 (26) Effectiveness in	instructing, training, and
(8) Accuracy of fi	nal results.	developing succe	uinales in the work.
	,	(27) Effectiveness in pr	omoting high working morale. ctermining space, personnel,
(11) Industry.	n presenting ideas or facts.	and equipment n	
(12) Rate of progr	ress on or completion of assign-	(29) Effectiveness in s	etting and obtaining adher- ts and deadlines.
ments.	eptable work produced. (Is mark	(30) Ability to make dec	
based on pro	duction records?")	(31) Effectiveness in anthority to ack	delegating clearly defined
1 (15) Effectiveness	in meeting and dealing with	STATE ANY OTHER RE	EMENTS CONSIDERED
others.	13.		*
(17) Initiative.		(A),	2 % 4 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6
(18) Resourcefulnes	3.	(B)	
		*************************************	। ସଂଗ୍ରହ୍ମ ସଂଗ୍ରହ୍ମ ସଂଗ୍ରହ୍ମ ସଂଖ୍ୟା ପ୍ରତି । ସଂଖ୍ୟା ସଂଖ୍ୟା ସଂଖ୍ୟା ସମ୍ବର୍ତ୍ତ ସ୍ଥର ସ୍ଥର ସ୍ଥର ସ୍ଥର ସ୍ଥର ସ୍ଥର ସ୍ଥର ସ
(20) Physical fitness	s for the work.	(C)	
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		Adjective	
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	ined elements, and no minus marks half of the underlined elements, are		
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Check marks or better of	n a majority of underlined elements.	and minus	*//-,
marks not overcompens Minus marks on afterst l	nated by plus marks / /	Unsatisfactory	
Le	611) lie (11.17	•
Rated by(Si	enature of rature official)	Dille)	(Date)
Reviewed by Linear	Kulfulich	and his much les.	(Date)
Rating approved by efficient	· (2000)	Report to employee (Adjective	vattag)
O. S. GOTLERNENT PRESTURE OFFICE	16-25177-8		-

Working him been burger

16856

Assistant Director for Operations

9 October 1947

Expentive Director

Identification for Contact Specialists

1.	hadea##A	A
* AL 40	AL US SANSERS BESTERN	CARTE I

		iginal letters of introduction dated 9 October 1947, signed	
py	the Director	of Central Intelligence, registration number 104, copy 1 - 3	•
	be issued to		
of	your Contact	Branch, and copies 4 and 5 for record purposes.	

- b. Three original letters of introduction dated 9 October 1947, signed By the Mirector of Central Intelligence, registration number 105, copy 1 = 3, to be issued to Mr. Jey B. L. Rooves, Chief of the Pittsburgh office of your Contast Franci, and copies 4 and 5 for record purposes.
- a. Three original letters of introduction dated 9 October 1947, signed by the Director of Central Intelligence, registration number 103, copy 1 3, to be issued to Mr. Harrison G. Reynolds, Chief of the Boston effice of your Contact Brazzh, and copies 4 and 5 for record surposes.
- d. Sample of letter of introduction to be used in connection with above letters, to be written and signed in each case by the field office shief concerned.
- 2. The Assistant Director for Operations may request additional similar letters when new field offices of the Contact Branch are established and when field office chiefs are changed.
- 3. Instructions relative to accounting for the registered letters signed by the Director will be issued to you direct from the Control Roserds Division of the Services Branch, AdM.
- 4. The Chief, Personnel Branch, AdV, will place a notation with the personnel records of each field effice chief to when these letters are issued, and will be responsible that these individuals are not reassigned or separated until these registered letters have been accounted for and withdrawn for destruction.
- 6. The Assistant Director for Operations and the Executive for Inspection and Fecurity will cause such inspections to be made of the use of these means of identification as will insure smintenance of adequate security in connection therewith.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

	•	t. T. Shangon
4	Enclosures	Acting Procutive Director
	1. Ltr from TCI	
	8. Lit free DI	re J L. Rgeves (copies 1-5)
	5. Ltr from DCI	re B. on G. Reynolds (copies 1-5) house to: Chief, Pers Br.
	e zomie ita o	f intro stion to be used by chiefs of 1 for filef. Sees Br (for C.R.

Chief, Personnel Branch Executive for A & M MEMORANDUM TO: Detail of SUBJECT: REFERENCE: 37-3, "Personnel Action Request," dated 10 July 1947 It is hereby requested that your records be marked to show that ______ has been designated Acting Manager of the New Orleans Interagency Office. It is not intended to recruit anyone against the P-8 lanager position.

> Executive Officer Contact Branch

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT.

SOEPT OR ESTABLE	EDUREAU OR OFFICE
WASHINGT	CON. D. C.
1 PLACE	OF EMPLOYMENTS
· · · · · · · · · · · · · · · · · · ·	•
1,	. DO HEREBY SWEAR (OR AFFIRM)
THAT I AM NOT ENGAGED IN ANY STRIP	KE AGAINST THE GOVERNMENT OF THE UNITED
STATES AND THAT I WILL NOT SO ENGA	AGE WHILE AN EMPLOYEE OF THE GOVERNMENT
F THE UNITED STATES; THAT I AM NOT	A MEMBER OF AN ORGANIZATION OF GOVERN-
ENT EMPLOYEES THAT ASSERTS THE RI	IGHT TO STRIKE AGAINST THE GOVERNMENT OF
HE UNITED STATES, AND THAT I WILL	NOT WHILE A GOVERNMENT EMPLOYEE BECOME
MEMBER OF SUCH AN ORGANIZATION.	
• *	,
•	
,	-
•	
UBSCRIBED AND SWORN TO BEFORE ME	THIS // THE GOT WAY OF
September .19 17AT Was	hington . STATE OF D. C.
	Appointment Clerk
	whormmend true
	Chapter 145, Title II, Sec. 206

FORM NO. 37-24

1590)

Rtandard Form No. 6th Approved Invited Communic U.S. Civil Service Communic C.S. C. Dete Co. No. 400.

O. H OF OFFICE, AFFIDAVIT, AND DECLARATION OF APPOINTEE

A.	1		4 **	
OATH OF OFFICE	Do solemnly swear (or affirm) that States against all enemies, foreign a to the same: that I take this obligat evasion; and that I will well and to about to enter. SO HELP ME GOD	ind domestic; that I tion freely, without o aithfully discharge t	will boar true faith any mental reservat	and allogiance
B. AFFIDAVIT	Do further swear (or affirm) that I do or organization that advocates the or or violence; and that during such tim not advocate nor become a member overthrow of the Government of the	verthrow of the Gove ne as I am an employ of any political part	ernment of the United yee of the Federal G ty or organization the	d States by force overnment, I will
C. DECLARATION OF APPOINTEE	Do further certify that (1) I have not thing of value to any person, firm, or a mont; (2) I will inform myself of and and Executive orders concerning pothe attached Information for Appoint (3) the answers given by me in are true and correct; (4) the answers contained in my datest or establishment, which I cept for the following (if "none"; if (4) is executed	corporation for the us observe the provision obtained activity, political activity, political activity, politice, and [strike out e the Declaration of A y Application for Fec , 19 , filed have reviewed, are necessary, use addi	se of influence to pro- ns of the Civil Service ical assessments, et- ither (3) or (4)] appointee on the reve- deral Employment, Fi d with the above has true and correct as itional sheet; if no	cure my appoint- ce law and rules c., as quoted on crse of this sheet corm No. med department of this date, ex- exceptions write
· .	// th-			**************
Subscribed and s	worn before me thisdoth day of	September		A. D., 19 47
atWashing	ton (Chip)	D.	C.	
[SEAL]	apter 145, Title II, Scc. 206 Act of June 26, 1943	Appointment C	lerk (Tida)	
NOTE.	-If the cath is taken before a Notary Public the	date of expiration of his	commission should be al	nows
9			*	
A September 19				1960 of Birth)

DECLARATION OF APPOINTER

This form, if required as to be completed be cancellation of application or discussed after	elegentiane order appointment	dåre "i Glee per	Every que	estion m	est by a simprof. Any fi inal observe and well by	ni Inemetete esia propo Leturación	this declara disgly.	noa mil be (âsseo
1. Present Address 6300 St.	Charle	s CA	vei	me,	Mew O.	ileaus	(J	da.	
2. Who should be notified in case of emergency						L	ile		
6300 St. Cha	rles	an	حـــــــــــــــــــــــــــــــــــــ		Vew Or	leans with and Sto	L		
3. Does the U.S. Government product in a civil months? Yes or No?	lan capacity and let such relative	r milative fill en the	of yours	forther olije l	t y toloot cer marriage) i Lanastrijat godon te moo	with which you live	ne or have live inder Item 12.	al within the	Long
Name	Post office (Give street n	e addres	s f.any)		C Parker and C Fore partition Deformment or C encounted	contary or not there in which .	Relation- ship	Married or striple	Ag
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A Place of birth Neast On	leans	m)	£	ei	•	(Sh	le or Country)		
Indicate "Yes" or, 'No" answer by placing X is	n proper column	Yes	No	12.50	nowans believel as ess			,	1
8. Are you is officer of the United States?				ITEM NO.	Write in lett column s			ind answers a	rbėjā ·
8. If foreign I orn have you furnished spoof of a climenship to (I) the U.S. Civil Service Comm	esturolization or		>	8	U.S. Mari	a Corps	tesci	ee	
(2) this agency in connection with this approxi-	hment?				macli	duty	sal	ud	,
 Since you filed applicable resulting in this a there been any change in the shitus of your he persons through whem you gained your critice 	preminent has anner ship or of		×					************	
8. (a) Do you hold any excition as office under the or any State Territory County, or Municipals too, state the place, position, and solary under t	no Unried States	*				~~~~~~~~~			
(h) Are you willing to resum such position cross seesarry to do so in unior to hold the Federal po		¥				*************			.,,,,,,,
Do you receive any pension or all we twind it naval service re an initial trom the U.S. or D older any Ketiremant Act? The trade under them 12 stating whether v			χŁ					**********	
so give distall under Item 12 stating whether y y age length of service, or disability; amount of ad under what retirement act, and rank, if retire r naval service.	retirement suy d from military	1	:			********	********		
 Since you filed implication resulting in the have you been discussed for misconduct or trice, or furned to renient from any position." or give under Item 12 where employed, name infloyer und the residual for discharge in each or 	and address of		.ж		****************		***********		
L. Since you filled application resulting in this have you been arrested, or summoned into any, art as a defendant or inducted for a recoveries.		:	;				*********		
our as a acceptant of that had for or convicted, eleany or mission concept? to lor such rups give under Item 12 (i) the data not location at the court, (3) the nature of the citem not (4) the penalty, if any, imposed, or other day	s, (2) the name no or sudation,		,						
*		ONS 7	ro ai	PPOI	NTING OFFIC	ER			

The oppointing officer before whem the ferencing certificate is made shall determine to his own situitation that this appointment would be in customatics with the Chal Gerary Act applicable conference rules, the War Service Regul

This form should be checked for holding of office pension, purchase of office rulal hits in consection with any second of accert discharge or arrest, priming a security provisions recording political activity and synthetically it, it he followed

(1) Identity of appointing possess activity that grantistic are an instance, and (1) Identity of appointed with the applicant whose appointment was authorized. The appointment is superfuse and humawithing are to be compared with the application and or other periment pages. The phosical agreement with the collection of the appointment of the appointment of the application of the appointment of the application of the application

(2) Age.—If dis repaircy exists between the Jare of birth and that on application and if definite a jet arrise time teem estating of the position of should be determined that applicant is not outside the cape a major for appointment.

(2) Catagenatup.—The responsibility for obsert provisions of appropriation was prohibitative or restriction the conformant of the set with the outsubtion.

officer. The Civil Service Commission indicates an applications abovehing forces that that of simplicity has been verified. The appointing citizen should entry othershot of the lost of eigences or the letter of a thirty from the Commission makes the obspectiment surveit by proof of citizenships, or all the appointment at one kneeds that the description is the appointment of the first bade should be found that the appointment of the first should be seen that the appointment above that in the Direct Section 1 to the Commission of the Commission of

(4) Members of Family. —Section 9 of the Civil Service Art provides that ehereewe there are a secary two or more members of the family in the class had service, no other members of such family is elimited for uppointment in this service. Minors do not seasonable a university finding merely by living of an acasess of second from that or the scarcers. Double of cases in volving more than two members or a family, including all over near earliers should be referred to the Civil Service Consistency of an academy of the control of the Civil Service Projusts as the members of the day provision does not apply to semporary appointments for one year or less year.

a. 6 - 4 PHINTING CFFICE 16-52004-

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			10/22/	1500	9 September 1
This is to notify yo	u of the fallow	ing action at	lecting your employ	nent:	
NATURE OF ACTION IN	SE STANDARD TERMINO	KOGY)	6 EFFECT	LE DATE 7 CIVIL SERVICE OR O	THER LEGAL AUTHORITY
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		reserving the second	8 POSITION TITLE	Assistant Regional	Manager P-7 Ticer)
•			B SERVICE GRADE.	P-7 \$5179.50 pe	z, enum
	· /*		10 ORGANIZATIONAL DESIGNATIONS	Operations Contact Control	
		*	ŧ	Southern I.A.O.	
	•		11 HEADQUARTERS	Now Orleans, Louisi	606
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•	, ,		12 FIELD OR DEFTE	FIELD	DEPART MENTAL
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MU & GOVERNMENT PHINTING OFFICE 1947 - 722549

SECURITY OFFICE

CONFIDENTIAL

Investigation Report

Subject:

Date: 28 August 1947

Number: 32458

Chief, Personnel Branch To:

1. "Investigation directed by: Eig

- Sources of information:
- Remarks

Recommendation:

SECURITY ARAHUVAL RECOMMENDED, THOUGH SUBJECT TO THE RECEIPT OF DEPOCATORY INTOMMATION AT SIME TOFURE CATE. INTERVIEW WALVED COUNTESS THE ARRESTANT ENTERS UPON COTY WITHIN DAYS FROM ABOVE DATE, THIS APPROVAL RECOMES INVALID.

> Security Officer ERMAL P. GEISS V

CONFIDENTIAL

Milwallink

FORM NO. 38-101

d BERCONNEL	ACTION REQUEST
REAGENTALE	ACTION REGIOEST
HAME:	BUDGET INITIAL DATE
	2/ 85-900 88 2185200.001
NATURE OF ACTION	5-28/xaf 1100 5-28-143 th
Mar Arrointment	CLASSIFICATION INLTED DATE
EFFECTIVE BATE:	VICE
FOR MERANTIONS, TRANSPERS OUT, AND RESIGNATIONS LAST WORKING DAY:	EMPLOYMENT INSTALL DATE 8/47
FOR RESIGNATIONS FROM FEDERAL SERVICE ONLY SIGNATURE OF EMPLOYEE:	CHIEF PERSONNEL DIV INITIAL DATE
	1 2 1 8 9 9 1
FROM	TO
TITLE	asst
GRADE AND SALARY	mating Regional Languer Officer) P-7 © \$179.50
OFFICE CONTRACTOR OF THE PROPERTY OF THE PROPE	Operations
DRANCH	Contact
DIVISION .	Control
SECTION CONTRACTOR CON	Mew Orecans Ra Byman
DEPT, OR FIELD	Field
REMARKS: * According to Inquel her	selations. Secres 7/21
No Control of \$8179.50 subject to	ent in grade P-7 at entrance salary o security clearance.
Forms 38-1, 57, copy of Priority Request 1 No Control Approved for appointm of \$8179.50 subject to FOR THE 1 advised branch 8-29 princh 0. K. 8-29	MALTER C. FORD Captal n. USN
ECOMMENDED: OFFICE CHIEF, BRANCH CHIEF, OR ADMINIST	Executive Director 977
For they de Champ	7.10.47
Ly Dest Tale	Pro-20
4 NO 37-3	(1514)

6200 St. Chirles Lyenne, New Orleans 18, La.

6 Jely

CONTACT: Invited to Vashington for interview & introductory course

8 1/4 days

\$6.70

\$300

31.50

Frillow Orlome, La. to D. C. & return

92.35

Taxi from station to hotel & return

.40

\$124.25

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COMPLETE

9 July 1947

MENO PALIDIDA	Executive	for Inspection	and Security
amarca.	- 1		

In compliance with CIO Directive 15 and with authority from the Projects Review Committee, this branch will open in Inter Agency Office in New Orleans, Louisians as soon as the necessary personnal may be processed for employment. This Southeastern area of the United States represents a fertile field for the operations of the Contact Branch and it is deemed advisable to open a New Orleans office at the earliest possible date.

a native of New Orleans, a graduate of Marvard and Tulane University Law Schools and a former Major in the U. S. Marine Cores is under consideration for employment as the Acting Regional Manager for this office. In order that his employment may be effected in the shortest possible time, it is respectfully requested that a priority decurity investigation be granted on this individual. It is realized that the total number of allowable priority investigations is very limited, but in the instant case, the circumstances are such that the compliance with this request will measurably sid in the accompliance of the mission of this branch.

John F. Fiske Assistant Executive Officer Contact French

SECRET ASSIGNMENT DESCRIPTION FORM

14-00000

(This form fully conditted (see note 2 at bottom of smeet) in duclicate must accompany request for admission; of candidate to Assessment or Training Classes)

•	(a) Appendent <u>XXXX</u>
Landa Maria Cara F	(b) Training
Candidato's name in full:	7.2.7.20.19
Cover name if necessary:	Date: July 7, 1947
Age 46 Sex Marital Status:	Warried Branch: Contact Desk: Field
Specific station to which candidate is got	ng: Now Orleans, La.
For consultation call:	
i i i i i i i i i i i i i i i i i i i	· [4] · [4]
George B. McManus Branch Officer Sponsoring Candidate	Phone Extension Bldg Room No.
Has Security Check been completed?	Thomas actions and those those those
Type of Cover:	
(Military; Govt. Off.	icial; Professional; Business; etc.)
Title of projected assignment: (a) Contac	t Specialist (b) Acting Regional Manag
Civil Service classification and salary leg	vol of projected position: P-7 @ 8179.50
What will be the specific duties of the car description is essential; a general job ti	ndidate? (A detailed and concrete
	ter-agency office in the initial stage
Has to establish and maintain conta	ct with the top executives of American
business, industrial and aducations	l institutions. Must be able to sell
CIO to them. zain their confidence	and establish a discreet channel throu
to his office. What are the promotional opportunities in t	ne projected position?
What will be the administrative or supervis	ory responsibilities of the candidate?
(If none, write "none":) May eventually }	have to direct the activities of one
P-6 and one CAF-7.	
Will the candidate work alone or with other	people? Kith others.
If the latter, how many and what will be the to them, e.g., closely concrative or relati	
above. Close cooperation.	
Will the candidate be working directly under	a supervising officer? No
If not, how will his work be directed and re	eviewed? By Washington
What will be the living and working condition to operate?	
	y 6 y 192
For reasons of security, details such as may be omitted in the cr of undercover p	student's true une or specific mission ersonnel, if so esired by the Desk.
FORM NO. 51-1 (Edition of 1946 SECRE COVER 1946 51-1 may be used)	

That special qualifications do y as he must live a normal li	fe in his own	n home town	hile conducting	. a
discreet operation. Abilit	y so disorim	inat o bet ween	i corantly on re	llgonce
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placement in the field? About	three weeks	in-Head-Offic	e-and-then-Inte	P-Agon(
Off1000;				
What special skills, or knowledge	related to the	job does the	andidate possess?	
Leyola University, New Orles	ans, A3, 1919	, Harvard La	w School, LLB,	1923,
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16 June 1947

MIMORANDUM TO: Deputy Director, CIG	
THROUGH: Chief, Personnel Division	
Subject: Assessment of]
Reference: Procedures Governing Payment of Per Diem and Travel, Approved Under Project 00-5.	,
In accordance with the above referenced procedures, is hereby requested that approval be granted for payment per diem and travel for the purpose of bringing to Washington for assessment.	t of
was recently interviewed in New Orleans by Chief, Control Division, and Chief, Field Division, of the Contact Branch of this Office and is recommended as being well qualified for the Regional Lanagership of the New Orleans Interagency Office. It is considered that, in vie of the importance of the proposed position to the accompliment of the Contact Branch mission, no final decision as this employment should be made without the benefit of assessment.	ew Lsh•
This office is anxious to activate the New Orleans Interagency Office as soon as possible and requests your approval in order that an early date for visit to Washington may be made.	,
50/10	

E. L. SIBERT

Brigadier General, U. S. A.

Assistant Director for Operations

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